

**To: Members of the Special Sub-Group**

**Councillors D Clews, Deakin, Hayfield, Jenns, Parsons and L Smith**

**For the information of the other Members of the Council**

For general enquiries please contact Democratic Services on 01827 719221 or via email – [democraticservices@northwarks.gov.uk](mailto:democraticservices@northwarks.gov.uk)

For enquiries about specific reports please contact the officer named in the reports.

This document can be made available in large print and electronic accessible formats if requested.

## **SPECIAL SUB-GROUP**

**10 MAY 2022**

The Special Sub-Group will meet on Tuesday, 10 May 2022 at 6.30pm in the Council Chamber at The Council House, South Street, Atherstone, Warwickshire.

The Meeting can also be viewed on the Council's YouTube channel at: [NorthWarks - YouTube](#)

### **AGENDA**

- 1 Evacuation Procedure**
- 2 Apologies for Absence / Members away on official Council business.**
- 3 Disclosable Pecuniary and Non-Pecuniary Interests**

#### 4 **Public Participation**

Up to twenty minutes will be set aside for members of the public to put questions to elected Members. Questions should be submitted by 9.30am two working days prior to the meeting. A period of five minutes will be allowed for each question to be answered.

Members of the public wishing to address the Board must register their intention to do so by 9:30am two working days prior to the meeting. Participants are restricted to five minutes each.

If you wish to put a question to the meeting, please register by email to [democraticservices@northwarks.gov.uk](mailto:democraticservices@northwarks.gov.uk) or telephone 01827 719221/719226/719237.

Once registered to speak, the person asking the question has the option to either:

- (a) attend the meeting in person at the Council Chamber;
- (b) attend remotely via Teams; or
- (c) request that the Chair reads out their written question.

If attending in person, precautions will be in place in the Council Chamber to protect those who are present however this will limit the number of people who can be accommodated so it may be more convenient to attend remotely.

If attending remotely an invitation will be sent to join the Teams video conferencing for this meeting. Those registered to speak should dial the telephone number and ID number (provided on their invitation) when joining the meeting to ask their question. However, whilst waiting they will be able to hear what is being said at the meeting. They will also be able to view the meeting using the YouTube link provided (if so, they made need to mute the sound on YouTube when they speak on the phone to prevent feedback).

#### 5 **Environmental Health - Report of the Chief Executive**

##### **Summary**

This report seeks Member approval for a minor change to the structure of the Environmental Health team.

The Contact Officer for this report is Steve Maxey (719438).

STEVE MAXEY  
Chief Executive

**Report of the Chief Executive**

**Environmental Health**

**1 Summary**

- 1.1 This report seeks Member approval for a minor change to the structure of the Environmental Health team.

**Recommendation to the Group**

**That the position of the Environmental Health Manager be increased from 4 days per week to 5 days**

**2 Consultation**

- 2.1 This report has been discussed with the team involved and the Unions.

**3 Report**

- 3.1 In the current approved Environmental Health structure the role of the Environmental Health Manager is a four day a week post.
- 3.2 The current postholder has given notice of her intention to retire and this presents an opportunity therefore for the post to be restored to a full-time position. The role was reduced by one day per week due to the existing working pattern of the post holder when she was appointed to the role, and whilst this has worked well, it is suggested that this opportunity to increase the role by one day per week be taken given the key nature of the work undertaken by that team.

**4 Report Implications**

**4.1 Finance and Value for Money Implications**

- 4.1.1 The changes detailed above will result in additional maximum cost of £10,439.

**4.2 Safer Communities Implications**

- 4.2.1 The Environmental Health teams play important roles in safer communities issues including noise nuisance, food safety and fly tipping offences.

### **4.3 Environment and Sustainability Implications**

4.3.1 The Environmental Health service is critical to the environmental protections enjoyed by the Borough, notably through pollution control measures and environmental crime enforcement.

### **4.4 Health, Wellbeing and Leisure Implications**

4.4.1 Similarly, pollution control, food safety and the other services provided by the team are significant in influencing the health of the Borough's residents and workers.

### **4.5 Human Resources Implications**

4.5.1 These are detailed in the report.

### **4.6 Risk Management Implications**

4.6.1 Greater resilience in the team will help manage the risks to the service.

### **4.7 Equalities Implications**

4.7.1 No specific issues. Any further requests for flexible working arrangements can be made and will be considered in line with the Council's agreed policies.

### **4.8 Links to Council's Priorities**

4.8.1 The work of the team cuts across most of the Corporate Plan priorities.

The Contact Officer for this report is Steve Maxey (719438).