
JPPC Terms of Reference

Committee considering report:	Joint Public Protection Committee
Date of Committee:	10 June 2024
Chair of Committee:	To be appointed at the Meeting
Date JMB agreed report:	20 May 2024
Report Author:	Moira Fraser
Forward Plan Ref:	JPPC4370

1. Purpose of the Report

- 1.1 To note the current Terms of Reference of the Committee as this is the first meeting of the new Municipal Year.

2. Recommendations

The Committee:

- 2.1 **NOTES** the current terms of reference of the Joint Public Protection Committee (JPPC).

3. Implications and Impact Assessment

Implication	Commentary
Financial:	None – although it is noted that the terms of reference do delegate authority to the JPPC to make decisions around budgets, fee setting and dealing with the treatment of trading surpluses or deficits.
Human Resource:	None
Legal:	The terms of reference are set out in West Berkshire Council's Constitution (as the host authority) and should be read in conjunction with the Meeting Procedure Rules which set out the rules and procedures that apply to all of the Council's Bodies and Sub-Bodies. The requirements of the JPPC and the Public Protection Partnership are also included in the Inter Authority Agreement (IAA).
Risk Management:	There is a risk that any decision of the JPPC could be challenged. Having clear rules governing the manner in which meetings will be conducted, should reduce the risk of challenges being successful.
Property:	None
Policy:	None

	Positive	Neutral	Negative	Commentary
Equalities Impact:				
A Are there any aspects of the proposed decision, including how it is delivered or accessed, that could impact on inequality?		x		Report is to note only.
B Will the proposed decision have an impact upon the lives of people with protected characteristics, including employees and service users?		x		Report is to note only.
Environmental Impact:	x			The Meeting Rules and Procedures do allow some individuals to attend meetings remotely using technology which will reduce their environmental impact.
Health Impact:		x		
ICT or Digital Services Impact:		x		
PPP Priorities:		x		It is anticipated that the work of the JPPC, PPP and therefore the terms of reference will underpin all of the priorities agreed in March 2023. <ol style="list-style-type: none"> 1. Alcohol and Tobacco Harm Reduction 2. Animal Welfare 3. Cost of Living 4. Environmental Protection 5. Food Safety and Standards 6. Health and Safety Enforcement 7. Housing Standards in the Private Rental Sector 8. Impact of Nuisance on Residents and Communities 9. Improved Air Quality 10. Licensing 11. Nutrition and Childhood Obesity 12. Service Improvement 13. Tackling Fraud

				14. Unsafe Consumer Goods
Data Impact:		X		
Consultation and Engagement:	None			
Other Options Considered:	None			

4. Executive Summary

- 4.1 The current Terms of Reference of the JPPC were discussed at the 12 June 2023 Committee meeting. The Committee resolved that a recommendation would be made to West Berkshire's Full Council that the membership should be increased to include a third member from each partner authority.
- 4.2 Although the matter was discussed by both partner authorities as West Berkshire Council is the host authority any constitutional changes need to be adopted by them. The current membership and terms of reference were therefore adopted at the 20 July 2023 West Berkshire Full Council meeting.
- 4.3 It was agreed that the JPPC shall comprise of six Members, three from each of BFC and WBC as follows:
- The Executive/Cabinet Member with responsibility for Public Protection Services (appointed by the Leader of the respective Council);
 - Two additional Members (appointed by each Council at its respective Annual Meeting or in the event of a vacancy) reflecting the political balance of the individual Council.
- 4.4 Officers are not proposing any further changes to the Terms of Reference at the present time. Any governance matters and procedural changes would be considered as part of any changes to the operational conduct or composition of the partnership.
- 4.5 It is considered to be good governance practice for the terms or reference to be presented to the Committee at the first meeting of the Municipal Year annually.

5. Appendices

- 5.1 Appendix A – Terms of Reference

6. Background Papers:

- 6.1 None
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Subject to Call-In:

Yes: No:

The item is due to be referred to Council for final approval

Delays in implementation could have serious financial implications for the Council

Delays in implementation could compromise the Council's position

Considered or reviewed by Overview and Scrutiny Management Committee or associated Task Groups within preceding six months

Item is Urgent Key Decision

Report is to note only

Wards affected: All Wards

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