

**BABERGH DISTRICT COUNCIL**

**FROM:** Head of Natural and Built Environment

**REPORT NUMBER:** **K109**

**TO:** COUNCIL

**DATE OF MEETING:** 28 September 2010

**PROPER OFFICER PROVISIONS**

**1. PURPOSE OF REPORT**

1.1 To appoint a Proper Officer responsible for health protection for the purposes of those functions introduced by amendments to the Public Health (Control of Disease) Act 1984.

**2. RECOMMENDATION**

2.1 That the Consultant in Communicable Disease Control for Suffolk (CCDC) be appointed as Proper Officer wherever referenced or specified in the Public Health (Control of Disease) Act 1984 and any subordinate Regulations or Orders.

2.2 That the Head of Natural and Built Environment, and any deputising officer authorised by him/her, additionally be Proper Officers for the purposes of sections 61 and 62 of the Public Health (Control of Disease) Act 1984.

2.3 That the Director of Corporate Services be authorised to update the Proper Officer Provisions contained within Part 3 of the Constitution to reflect 2.1. and 2.2.

**3. FINANCIAL IMPLICATIONS**

3.1 None directly arising from this report.

**4. RISK MANAGEMENT**

4.1 This report is most closely linked with the Council's Significant Business Risk No. 5 (Governance). Key risks are set out below:

<b>Risk Description</b>	<b>Likelihood</b>	<b>Seriousness or Impact</b>	<b>Mitigation Measures</b>
CCDC unable to undertake statutory functions	Low	Significant	The proposals contained in this report will ensure the key health tasks are administered

5. **EQUALITY AND DIVERSITY IMPACT**

5.1 Not directly relevant to this report.

6. **KEY INFORMATION**

6.1 Following implementation of revisions to the Public Health (Control of Disease) Act 1984, and the implementation of new Regulations and provisions made thereunder, the Council is required to appoint a Proper Officer for key health protection tasks.

6.2 These tasks are to (i) administer the receipt, handling and enforcement of notifications of infectious disease and contamination incidents, (ii) to certify the removal of bodies, and (iii) to have powers of entry to premises in situations where there is a risk to public health.

6.3 It is proposed that the Proper Officer be the CCDC, being the Consultant in Communicable Disease Control for Suffolk as designated by the Health Protection Agency's Norfolk, Suffolk and Cambridgeshire Health Protection Unit (NSCHPU), or by any successor agency or unit. The CCDC is also any equivalently medically qualified deputising officer, also as designated by the NSCHPU or by any successor agency or unit.

6.4 Proper Officer designation is also necessary for officers within the Natural and Built Environment Division to have powers of entry under the Act.

7. **APPENDICES**

None.

8. **BACKGROUND PAPERS REFERRED TO:**

None.

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