

ENVIRONMENT & PUBLIC PROTECTION SCRUTINY COMMITTEE

12TH FEBRUARY, 2018

SERVICE DELIVERY PLAN 2017/18 ENVIRONMENTAL PROTECTION SERVICES

To consider and comment on the following issues:

To recommend to Executive Board that the Service Delivery Plan for 2017/18 be approved.

Reasons:

1. There is a requirement that the food service delivery plan is approved annually in accordance with the Food Standards Framework agreement.
2. The service delivery plan provides the basis for the Environmental Protection section priorities and programmed work for 2017/18

To be referred to the Executive Board/Council for decision:

Executive Board: YES – 26th February, 2018

Council: NO

Executive Board Member Portfolio Holder:

Cllr. P. Hughes (Public Protection Portfolio Holder)

Directorate

Communities

Name of Head of Service:

Robin Staines

Report Author:

Sue Watts

Designation

**Head of Homes and Safer
Communities**

Designation

**Environmental Protection
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EXECUTIVE SUMMARY
ENVIRONMENTAL & PUBLIC PROTECTION
SCRUTINY COMMITTEE

12TH FEBRUARY, 2018

SERVICE DELIVERY PLAN 2017/18
ENVIRONMENTAL PROTECTION SERVICES

The Environmental Protection Section is required by the Food Standards Agency and the Health and Safety Executive to produce an annual Service Delivery Plan. The format of the plan is prescribed in the relevant Framework Agreements.

The Plan provides an outline of the Council's service aims and objectives including links to the corporate objectives and plans. A brief description of the Council is included, defining its infrastructure, economy and organisation structure. The Plan also requires the scope and demands of the Environmental Protection Services.

The Plan is divided into sections' which provide details of specific areas of each of the services and workplans' for the coming year. This is an opportunity to highlight where there are weaknesses and strengths within the relevant Teams. There are specific areas that are highlighted as being at risk and those that the section is no longer able to provide because of the limited resources.

A breakdown of resources is provided, including staffing costs, administration, supplies and services, training etc. with comparisons between financial years. Details of the breakdown of the costs are included within the text.

The final section contains information and details of quality assessments and illustrates the various ways that the Section ensures consistency, efficiency and competency.

The Service Delivery Plan is subject to annual review.

DETAILED REPORT ATTACHED?

YES

IMPLICATIONS

I confirm that other than those implications which have been agreed with the appropriate Directors / Heads of Service and are referred to in detail below, there are no other implications associated with this report :

Signed: Robin Staines

Head of Homes and Safer Communities

Policy and Crime & Disorder	Legal	Finance	ICT	Risk Management Issues	Organisational Development	Physical Assets
NONE	NONE	NONE	NONE	NONE	NONE	NONE

CONSULTATIONS

I confirm that the appropriate consultations have taken in place and the outcomes are as detailed below

Signed: Robin Staines

Head of Homes and Safer Communities

1. Local Member(s) - No consultation necessary
2. Community / Town Council - No consultation necessary
3. Relevant Partners - No consultation necessary
4. Staff Side Representatives and other Organisations - No consultation necessary

Section 100D Local Government Act, 1972 – Access to Information
List of Background Papers used in the preparation of this report:

THERE ARE NONE

Title of Document	File Ref No.	Locations that the papers are available for public inspection
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