

EXECUTIVE BOARD

26TH FEBRUARY, 2018

SERVICE DELIVERY PLAN 2017/18 – ENVIRONMENTAL PROTECTION SECTION

Recommendations / key decisions required:

That the Service Delivery Plan for 2017/18 be approved.

Reasons:

1. As a result of Councillor Philip Hughes, Executive Board Member for Public Protection having declared a personal interest in this item, the report is referred to the Executive Board for determination.
2. There is a requirement that the food service delivery plan is approved annually in accordance with the Food Standards Framework agreement.
3. The service delivery plan provides the basis for the Environmental Protection section priorities and programmed work for 2017/18.

Relevant Scrutiny Committee to be consulted: YES -
Environment & Public Protection
Scrutiny Committee – 12th February 2018

Scrutiny Committee Comments/Recommendations:
The report was received by the E&PP Scrutiny Committee.

Executive Board Decision Required: Yes
Council Decision Required: No

Executive Board Member Portfolio Holder:
Cllr. P. Hughes (Public Protection Portfolio Holder)

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| Directorate Communities Name of Head of Service: Jonathan Morgan Report Author: Sue Watts | Designation Acting Head of Homes and Safer Communities Designation Environmental Protection Manager | Tel No. 01267 228960 E Mail Address: RStaines@cararthenshire.gov.uk Tel No. 01267 228929 E Mail Address: sewatts@cararthenshire.gov.uk |
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EXECUTIVE SUMMARY

EXECUTIVE BOARD

26TH FEBRUARY 2018

SERVICE DELIVERY PLAN 2017/18 – ENVIRONMENTAL PROTECTION SECTION

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: Jonathan Morgan

Acting Head of Homes and Safer Communities

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|-----------------------------|-------------|-------------|-------------|------------------------|----------------------------|-----------------|
| 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: Jonathan Morgan

Acting Head of Homes and Safer Communities

1. Scrutiny Committee – The report was received by the Environment and Public Protection Scrutiny Committee on 12th February, 2018.

2. Local Member(s) - No consultation necessary

3. Community / Town Council - No consultation necessary

4. Relevant Partners - No consultation necessary

5. 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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