



**PORTFOLIO HOLDER DECISION NOTICE**

**INDIVIDUAL DECISION BY THE PORTFOLIO HOLDER FOR ENVIRONMENT**

**TOPIC**

**THE FOOD STANDARDS AGENCY – FRAMEWORK AGREEMENT ON LOCAL AUTHORITY FOOD LAW ENFORCEMENT - FOOD SAFETY SERVICE PLAN 2008/09**

**THE HEALTH AND SAFETY COMMISSION. SECTION 18 GUIDANCE - HEALTH AND SAFETY SERVICE PLAN 2008/09**

**PROCEDURAL INFORMATION**

The Access to Information Procedure Rules – Part 4, Section 22 of the Council's Constitution provides for a decision to be made by an individual member of Cabinet.

In accordance with the Procedure Rules, the Corporate Director (Governance), the Chief Executive and the Head of Finance are consulted together with Chairman and Vice Chairman of the Principal Scrutiny Committee and all Members of the relevant Scrutiny Panel (individual Ward Members are consulted separately where appropriate). In addition, all Members are notified.

Five or more of these consulted Members can require that the matter be referred to Cabinet for determination.

**Contact Officers:**

**Case Officer:**

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**Committee Administrator:**

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**SUMMARY**

The Food Standards Agency (FSA) and the Health and Safety Commission (HSC) are responsible for directing, monitoring and auditing local authority work in respect of law enforcement.

The Framework Agreement on Local Authority Food Law Enforcement and the Health and Safety Section 18 Guidance requires local authorities to produce annual Service Plans for Food Safety and Health & Safety.

It is a requirement that these Service Plans receive elected member agreement on their content.

### **DECISION**

That the Service Plans for Food Safety and Health and Safety be approved as attached.

### **REASON FOR THE DECISION AND OTHER ALTERNATIVE OPTIONS CONSIDERED AND REJECTED**

Central Government agencies require Service Plans to be approved by Council. The Council's scheme of delegation allows such plans to be approved under the portfolio holder decision making process.

The Council's Food Safety and Health and Safety Services make a significant contribution to the Councils' strategic aim to promote a healthier, safer and more caring community.

Service Plans are seen as important part of the process to ensure national priorities and standards are addressed and delivered locally. They are designed to focus debate on key delivery issues, provide an essential link to financial planning, set objectives and provide a means of managing performance and making performance comparisons.

Both service plans have been drafted based on a template which has been used for the last few years and includes a review of last year's achievements in addition to objectives for the year.

With the new format of Business Plans to only include overall objectives to support corporate priorities, service plans will provide an essential framework for directing individual services such as food safety and health & safety priorities.

### **FURTHER ALTERNATIVE OPTIONS CONSIDERED AND REJECTED FOLLOWING PUBLICATION OF THE DRAFT PORTFOLIO HOLDER DECISION NOTICE**

N/A

### **DECLARATION OF INTERESTS BY THE DECISION MAKER OR A MEMBER OR OFFICER CONSULTED**

None.

**DISPENSATION GRANTED BY THE STANDARDS COMMITTEE**

None.

**RESOURCE IMPLICATIONS**

None

**Approved by: (signature)**

**Date of Decision 19.11.08**

**Councillor F Pearson – Portfolio Holder for Environment**

**APPENDICES:**

Appendix 1 – Food Safety Service Plan 2008/09

Appendix 2 – Health and Safety Service Plan 2008/09