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<b>REPORT TO:</b>	<b>ENVIRONMENTAL SERVICES</b>	<b>AGENDA ITEM:</b> 10
<b>DATE OF MEETING:</b>	11 <sup>th</sup> July 2002	<b>CATEGORY:</b> DELEGATED
<b>REPORT FROM:</b>	<b>ENVIRONMENTAL HEALTH MANAGER</b>	<b>OPENPARAGRAPH NO:</b>
<b>MEMBERS' CONTACT POINT:</b>	Carl Jacobs 595717	<b>DOC:</b>
<b>SUBJECT:</b>	<b>Food Enforcement – Service Plan</b>	<b>REF:</b> c:\myfiles\com\ES\ ServicePlan
<b>WARD(S) AFFECTED:</b>	All	<b>TERMS OF REFERENCE:</b> ES13

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### **1.0 Recommendations**

- 1.1 That the Committee approves the Food Enforcement Service Plan.

### **2.0 Purpose of Report**

- 2.1 The Food Standards Agency require that a Service Plan (See Annex 1) be drawn up and submitted to the relevant member forum for approval to ensure transparency and accountability of the service.

### **3.0 Detail**

- 3.1 The guidance issued by the Food Standards Agency is specific in the information that should be included in the Service Plan. The plan should include the following areas:-
- Service Aims and Objectives
  - Background
  - Service Delivery
  - Resources
  - Quality Assessment
  - Review

### **4.0 Financial Implications**

- 4.1 None

### **5.0 Background Papers**

- 5.1 Food Enforcement Law – Service Plan