

## WRS Board

15<sup>th</sup> February 2018

### Worcestershire Regulatory Services Service Plan 2018/19

#### Recommendations

- (i) That members of the Board approve the WRS service plan for 2018/19
- (ii) That members of the Board specifically note the level of work to be undertaken by the service this year in relation to their roles as local food authorities.

#### Report

The Board signs off on the service plan for WRS each year. The process helps to make members aware of what the service is proposing for the relevant financial year and provides a sign off that some central government bodies like to see in relation to service delivery plans e.g. the Food Standards Agency.

The plan follows very much the pattern of previous years and has an Executive Summary to pick up the main points. The service will continue to shape its work around the strategic priorities for local authority regulatory services provided more than 5 years ago now, by the BEIS Regulatory Delivery team, as these provide a framework that allows WRS to have a golden thread back to the priorities of the partners and also to link to the requirements of the various national bodies that oversee our work.

A range of high level activities are identified within the plan so that members will be aware of the general focus of activity. Below this will sit a number of team plans that will be used to drive the actual business activities.

The plan has been devised in the face of on-going financial uncertainty in local government generally. Working with businesses and other partners is a key theme for both generating income to mitigate financial risk but also to ensure that outcomes are delivered that match the priorities of partners and stakeholders.

Delivery for other local authorities is the key income generation strategy, supported by work for the private sector and specific grant monies. Looking forward, it is likely that other authorities or groups of authorities may come into the market creating a need for WRS to remain competitive and to retain its particular expertise to sell

The structure provided at Appendix A of the plan reflects the current management arrangements.

The performance indicators suite generated for 2017/18 are retained to give continued comparability of performance across the years.

The Risk Register has been updated to reflect the fact that we have now fully developed our own IT database and the fact that both our accommodation and ICT hosting have moved to Wyre Forest DC.

More detail than in previous years is provided in relation to the Food Hygiene work of the service. This is to meet one of the recommendations of the auditors from the Food Standards Agency who visited the service in May 2017. They were keen that members have a better understanding of the demand in this service area when they authorised the plan for this and future years.

**Financial Implications**

The budget provided in the plan document reflects the one agreed by the Board at its November meeting.

**Sustainability**

NA

**Contact Points**

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**Background Papers**

Service Plan 2016/17 including Risk Register

