

## Action Plan for Surrey Heath Borough Council

Audit date: 8-9 July 2015

<b>TO ADDRESS (RECOMMENDATION INCLUDING STANDARD PARAGRAPH)</b>	<b>BY (DATE)</b>	<b>PLANNED IMPROVEMENTS</b>	<b>ACTION TAKEN TO DATE</b>
5.1.6 Ensure that service plans include a clear comparison of the resources required to carry out the full range of statutory food law enforcement activities against the resources available to the Service. [The Standard - 3.1]	31/03/16	We will ensure that at the next production of the Food Law Enforcement Service Plan we include the comparison.	Completed via assurance
5.5.4 Review the enforcement policy to ensure that it takes account of legislation, statutory guidance and the relevant Codes of Practice. [The Standard – 15.1]	31/03/16	The enforcement policy will need to be adapted in line with the future partnership plans and brought in line with proposed arrangements.	Completed
5.7.4 (i) Review the delegation / authorisation procedure to ensure appropriate legislation is included. [The Standard – 5.1]	01/10/15	It is proposed that over the coming weeks we will review the current procedures and authorisations to ensure that they are suitable and sufficient to meet the needs of the Authority and the legislation.	Completed
5.7.4 (ii) Review the authorisation of officers to ensure they are appropriately authorised under relevant current legislation in accordance with their individual level of qualification, experience and competency. [The Standard – 5.3]	01/10/15	It is proposed that over the coming weeks we will review the current procedures and authorisations to ensure that they are suitable and sufficient to meet the needs of the Authority and the legislation.	Completed