

# The Environmental Health Service Improvement Plan

## Statement of objectives

- 1 The role of the Environmental Health Service is to protect the environment, promote public health and to contribute to the Maintenance and improvement of the quality of life of residents of the District. Comparison with other authorities and external assessments of functions of the Environmental Health Service (1) show that performance is good, in relation to statutory functions and the enforcement of legislation.

The objective of the Service Improvement Plan is to further improve performance generally and to take a more proactive role in promoting environmental improvements and implementation of measures detailed in the Quality of Life Corporate Plan. (1) FSA report.

## Critical Success Area 1

### Operational issues

Operational issues	Importance	Who	When	Resource (£)
<b>1.1.1. Improve clerical support to field officers;</b> The level of clerical support staff in relation to field officers is low in comparison to other similar authorities. Improved clerical support will allow more time for the Environmental Health Officers to deliver and improve the range of services and will provide a more cost effective use of their time. It is proposed to increase the establishment by the appointment of a further full time clerical officer attached directly to the EH section.	A	New appointment	2004/5	£16,000 pa plus 15%
<b>1.1.2. Home working;</b> Pilot the introduction of home working to reduce travelling times and costs and improve efficiency.	B	W Cockerell G Smith	2005	NA
<b>1.1.3. Information technology;</b> Provide inspection team members with laptop computers and home connections to the Councils computer system to reduce the need for office based working, reduce travelling times and costs and improve efficiency.	A	W Cockerell G Smith + Adrian Webb	2005	£ 10.000?
<b>1.1.4 IT review.</b> Carry out a review of IT software, systems and support in use in the Environmental Health Service.	C	W Cockerell G Smith		£?
<b>1.1.5 Out of Hours service;</b> Examine the necessity for and possible ways of providing a proportionate 'out of hours', primarily to deal with noise complaints, possibly in conjunction with duties under the new Licensing Act .	C	W Cockerell G Smith		£16,000 per annum
<b>1.1.6 Keeping Members involved.</b> Provide induction sessions on the Environmental Health Service for new Members of the appropriate committees.	C	W Cockerell G Smith	2005	NA

## Critical Success Area 2

## Health Promotion

Health promotion is an important public health function that many forward looking local authorities are now actively working in close partnership with PCT's

Health Promotion	Importance	Who	When	Resource (£)
<b>2.1 Appointment of new Health Promotion Officer;</b> The officer appointed will work closely with the PCT to develop and provide educational and promotional activities. Liaison with schools, GP's, community groups, businesses etc. Become more engaged with the local Health Improvement Plan and other health issues in the Quality of Life Corporate Plan and provide increased support for LA 21 activities.	A	W.Cockerill G Smith	31/3/04	£20,000 per annum plus 15%

## Critical Success Area 3 Stansted Airport

The FSA Report on the Food Law Enforcement Service for Controls of Imported Food Not of Animal Origin (dated 9-11 September 2004) at Stansted identified shortcomings with the inspection system relying on cargo handlers notifying when food consignments are received at the airport. This is a highly specialised, and rapidly growing area of work. Recently obtained data on throughput and a comparison with Gatwick airport confirm that the way forward is to have a dedicated officer to be based at the airport. It is proposed initially to arrange for an EHO to spend three months full time at the Airport. Hours of work will need to be very flexible in order to assess the out of hour's demands. It is hoped that during this time a better liaison can be built with the Customs and Excise team and a better notification system can be developed with the importing agents.

Stansted Airport	Importance	Who	When	Resource (£)
3.1 An EHO be assigned to the airport for three months on a full time basis. <b>His work to be covered by consultant.</b>	A	??	2005	£1000 plus FSA grant of £5000
3.2 It seems certain that the medium term need, after the three-month assessment, will be for a full time technical officer to be appointed to be based at the airport.	A	New appointment	2005/2006	£22,000 per annum plus 15%
3.3 The line manager will be the EHO mentioned in 3.1.	A	District EHO	2005/6	£1,000 pa
3.4 Increase the sampling of imported foods not covered by existing HPA budget allocation. Provide a sampling surveillance programme for imported foods, testing for pathogens and pesticide residues in accordance with Food Standards Agency requirements. Investigate and recommend any charging for discretionary functions	C	G Smith	2005/6	£ 2,000 pa

**Critical Success Area 4**  
**Food Safety**

Taking a more proactive role in Food safety.

Individual / Team Initiatives & Action Programmes	Importance	Who	When	Resource (£)
4.1 Improve training by extending Food Hygiene Courses and Health and Safety at Work courses. Provide new courses in ethnic minority languages. Provide subsidised courses at Intermediate and Advanced levels.	B	G. Smith	2005/6	£2,000 pa
4.2 Introduce a new award scheme for catering premises promoting competition and higher standards.	C	G. Smith	2005/6	£1000

**Critical Success Area 5**  
**Housing Initiatives**

Individual / Team Initiatives & Action Programmes	Importance	Who	When	Resource (£)
5.1 To take steps to reduce the number of long term vacant dwellings in the District	B	W Cockerell	2005 and ongoing	NA
5.2 To promote the use of above the shop vacant space for living accommodation, initially in the Dunmow area.	C	W Cockerell	2005/6	NA
5.3 Assess effectiveness of Uttlesford Housing Renewal Assistance.	C	W Cockerell	Ongoing	NA

**Critical Success Area 6**  
**Pollution Control**

Individual / Team Initiatives & Action Programmes	Importance	Who	When	Resource
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6.1 Air Quality; Purchase a non-methane hydrocarbon analyser for installation in the mobile air quality monitoring station. This will enable measurements to be made of fuel residues.	C	W Cockerell	2005	Cost approximately £15000, annual running costs £2500 per annum
6.2 Noise; Purchase an additional noise monitor so that more measurements can be made in areas affected by aircraft noise	B	W Cockerell	2005	Mobile unit approximately £6000

**Critical Success Area 7**  
**General**

<b>Individual / Team Initiatives &amp; Action Programmes</b>	<b>Importance</b>	<b>Who</b>	<b>When</b>	<b>Resource (£)</b>
7.1 Improve liaison with the Community Tasking Group and with local police and others.	C	W Cockerell	Ongoing	NA