

Report of	Record of	Date
Director (Communities) (Introduced by Executive Member (Early Intervention))	Executive Member Decision	Insert date here

Food Service Delivery Plan 23/24

Is this report confidential?	Yes/Partly/No Delete as applicable. If confidential please give a short explanation as to why.
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Is this decision key?	Yes/No delete as applicable and bold the reason below if key
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Savings or expenditure amounting to greater than £100,000	Significant impact on 2 or more council wards
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Purpose of the Report

1. A brief overview of what you are asking members to consider

Recommendations

2. List and number all recommendations – be clear about the decision you are seeking; or whether you are asking for views.

Reasons for recommendations

3. What reasons justify the decision?

Other options considered and rejected

4. To demonstrate full consideration of issue. If no other options considered, please explain why.

Executive summary

5. This is only necessary for reports of longer than 4 sides and should include detail on HR and customer service implications.

Corporate priorities

6. The report relates to the following corporate priorities: (Please bold one)

Housing where residents can live well	A green and sustainable borough
An enterprising economy with vibrant local centres in urban and rural areas	Healthy, safe and engaged communities

Background to the report

7. A short summary of the issues that have led to this report; any previous decisions or history which are relevant and help members understand the issues.

Relevant heading title (when you create new headings please create them as heading 2 to meet accessibility requirements for screen readers)

8. Main body of the report. This should include relevant information and the evidence to support the decision. This part of the report must give members a clear understanding of not only the recommendation being sought approval but the reasons why this is the correct decision. You should include separate paragraphs setting out the financial (revenue, capital, borrowing, funding) and legal implications to aid the statutory officers in providing their comments later in the report.

Climate change and air quality

Please delete below as appropriate (for further advice please contact the relevant officer)

9. The work noted in this report has an overall negative/positive impact on the Councils Carbon emissions and the wider Climate Emergency and sustainability targets of the Council.
10. In particular the report impacts on the following activities:
 - a. net carbon zero by 2030,
 - b. energy use / renewable energy sources
 - c. waste and the use of single use plastics,
 - d. sustainable forms of transport,
 - e. air quality,
 - f. flooding risks,
 - g. green areas and biodiversity.
11. The following mitigation measures have been undertaken to limit the environmental impact:

Equality and diversity

12. Are there any equality implications or considerations that should be documented? Considerations should reflect potential impacts on individuals based on the proceed characteristics such as age, sex, disability etc.
13. Has an Impact Assessment been completed? Assessments are required for all new policies/services and or changes. If no impact assessment has been completed please state why.

Risk

14. Please summarise the key risks identified in any risk assessments. If there are no implications, please state this. (For further advice please contact the relevant officer).

Comments of the Statutory Finance Officer

15. This section is to be completed by the Chief Finance Officer (s151) (or by the Deputy Section 151 Officer if not available) as it must also comment on the impact on all aspects of the total organisational budget.

Comments of the Monitoring Officer

16. This section is to be completed by the Monitoring Officer (or by the Deputy Monitoring Officer if not available) and will include any legal implications for the Council.

Background documents

There are no background papers to this report

Or

List any background documents which are relevant, including policy documents or previous Cabinet reports. Remember for a public report all background documents referred to are open to public inspection on request. Use links to any web-based documents.

Appendices

List the appendices in the order that they are attached to the report with titles as appropriate. Any spreadsheets/diagrams should be in pdf format and be headed up.

Appendix A

Appendix B etc.

Report Author:	Email:	Telephone:	Date:
Laura-Jean Taylor (Head of Public Protection)	Laura-Jean.Taylor@chorley.gov.uk		

Following careful consideration and assessment of the contents of this report, I approve the recommendation(s) contained in Paragraph 2 of the report in accordance with my delegated power to make executive decisions.

Councillor

Executive Member for ** Dated

This decision will come into force and may be implemented five working days after its publication date, subject to being called in in accordance with the Council's Constitution.