

ROTHERHAM METROPOLITAN BOROUGH COUNCIL

RECORD OF OFFICER EXECUTIVE DECISION

Date of Decision:	23 rd July 2026
Title:	Rotherham Borough Food and Feed Plan 2026/27
Decision Maker: (Including Job Title)	Sam Barstow Service Director Community Safety and Street Scene
Details of Specific Delegation or Delegation contained in the relevant Sub-Scheme of Delegation.	Contained within delegations described in the Council's Constitution, Sub-Scheme of Delegation – Executive Director regeneration and Environment. At Section 4C of Appendix 9: Responsibility for Functions, of the Constitution (Appendix 9 - Responsibility for Functions.pdf (rotherham.gov.uk), of the Constitution it states: 1 This officer delegation scheme sets out the executive functions delegated to officers by the Leader under his/her Executive Arrangements (The executive functions delegated by the Leader should be construed in a broad and inclusive fashion to include the doing of anything which is calculated to facilitate or is conducive or incidental to the discharge of those functions. They should not however be understood to include any Council function). 8. Delegations set out in this scheme will be read in conjunction with all provisions of the Council's Constitution, and decisions taken by officers in accordance with this scheme will be taken in accordance with all relevant rules and protocols. Appendix 9 continues, at Section 4C6, stating: The Executive Director of Regeneration and Environment is authorised to discharge executive functions for:- 1. Community Safety and Street Scene (a) Community Safety, Resilience and Emergency Planning (b) Highways and Network Management (c) Regulation and Enforcement (d) Waste and Street Scene

	The Constitution continues at item 16 Sub Scheme of Delegation Executive Director of Regeneration of Environment (Sub Scheme of Delegation - Executive Director of Regeneration and Environment.pdf (rotherham.gov.uk) at p 1, to state: The Executive Director has chosen to sub-delegate some or all of those functions to officers of suitable experience and seniority in his/her own directorate or in another directorate. At pp 3 – 8 the delegations to the Service Director Community Safety and Street Scene are defined further and include: Any function not otherwise reserved to the full Council, the Cabinet, a committee of the Cabinet, a member of the Cabinet, a joint committee discharging executive functions or another local authority, relevant to the Service Director's portfolio Specific delegations are laid out in the Council's Constitution at item 16 Sub-Scheme of Delegation Executive Director of regeneration and Environment (Sub Scheme of Delegation - Strategic Director of Regeneration and Environment.pdf) pp51 – 61 in respect of the Food Safety Act 1990 and related statutory instruments, amongst others, in that the delegation of powers in relation to the issuance of statutory documents is: Via written Authorisation to approve on behalf of Service Director of Community Safety and Street Scene and the Service Director – Planning, Regeneration and Transport, to the Head of Community Safety and Regulatory Services and Service Manager, Community Safety and Regulatory Services Head of Transport Infrastructure, Head of Highways.
Decision:	The decision is to note the Food and Feed Service Plan and Food and Feed Sampling Policy for 2025/26.
Reasons for the Decision:	The Council is obliged by statute to have a Food and Feed Service Plan and Food and Feed Sampling Policy and therefore no alternatives have been considered. It is not a key decision as the expenditure is within the existing budget. The Codes of Practice requires the plan covers all the areas of food and feed law which the Competent Authority has a duty to enforce, be documented in accordance

	the Practice Guidance and the Framework Agreement. The plan sets out how the Competent Authority intends to deliver and resource official food and feed controls and other official activities in its area and addresses any variance in meeting the outcomes of the previous Food and Feed Service Plan. It also includes a performance review of the previous year. The plan must be submitted for approval by a relevant member forum or relevant senior officer. Consequently, the Council has in place specific delegations within its Constitution.
Details of alternative options considered and rejected:	This is a legal requirement without provision of alternative options.
Conflicts of interest declared by any Cabinet Member consulted by the decision maker which relates to the decision:	None
Dispensations Granted: (If any)	None
Conflicts of interest declared by the Decision Maker if they sit as a Cabinet appointed representative to an outside body which relates to the decision:	None
Dispensations Granted: (If any)	None
Reports or parts of reports relevant to the decision being taken:	Appendix 1 Food and Feed Service Plan 2026/27 Appendix 2 Food and Feed Sampling Policy 2026/27 Appendix 3 Equalities Screening Assessment Appendix 4 Carbon and Climate Change Assessment

I certify that this is a true record of the executive decision to:

Note the Food and Feed Service Plan and Food and Feed Sampling Policy for 2025/26.

I confirm that in making this decision, due regard was given to the seven principles of public life.

Signed by the Decision Maker:

A handwritten signature in black ink, appearing to read 'Sam Barstow', written over a horizontal line.

Dated: 23rd July 2026

Name: Sam Barstow

Job Title: Service Director, Community Safety & Street Scene

If you require any assistance in the completion of the decision record please contact the Governance Team governance@rotherham.gov.uk