

Our Mission

Working for a better environment

Our Strategic Aims

1. To protect and enhance the natural and built environment, including our sea, water, air, land and buildings;
2. To assess and control environmental factors that can potentially affect human health;
3. To achieve secure, affordable and sustainable energy for Jersey;

Recognising the impact of these aims on our community and economy

Our Strategic Objectives

1. To influence sustainable decision-making and best practice across government and all other sectors by
 - a. Developing existing and new policies, strategies and legislation
 - b. Providing information and advice
 - c. Increasing environmental awareness
2. To manage and regulate the natural, historic, built and working environment by
 - a. Administering and implementing legislation and strategies
 - b. The active conservation of biodiversity
 - c. Collecting, analysing and monitoring environmental information
 - d. Providing environmental grants and incentives
3. To support, contribute to and comply with States strategies and policies, including:
 - a. Financial, Human Resources and Information Technology
 - b. States wide Public Sector reform program and other initiatives
 - c. Environmental improvement activities particularly eco active States

Our Values

1. Customer focus

We never forget that we are here to serve the public, develop services to meet their needs efficiently, and provide value for money

2. Constantly improving

We always aim to be better, challenge habits and learn from mistakes

3. Better together

We work across boundaries and departments to deliver a better future for Jersey

4. Always respectful

We care about people as individuals and always treat them with respect

5. We deliver

We take responsibility, act responsibly and always do what we say

What we do

The Department of the Environment has two core business areas, the Environment Division and Planning and Building Services Division. These are linked and supported by a corporate function. The Environment Division is located at Howard Davis Farm, Trinity, Maison Le Pape, St Helier (Environmental Health), Jersey Airport, St Peter (Meteorological Office), and La Collette, St Helier (Fisheries and Marine Resources). The Planning and Building Services Division is located at South Hill, St Helier.

Environment Division

The Environment Division is split into six main areas of activity:

Environmental Health

- investigate food complaints and administer food hygiene standards and labelling
- investigate notifications of infectious disease
- investigate statutory nuisance complaints
- carry out swimming pool inspections
- investigate and monitor contaminated land in relation to health impacts
- investigate complaints regarding defective private drainage
- comment on alcohol licensing and places of refreshment licensing
- attend exhumations
- investigate complaints of “filthy and verminous” premises
- carry out health based environmental monitoring (e.g.; air quality, radioactivity)
- investigate complaints of housing disrepair and unfitness
- enforce tobacco control legislation
- provide advice on potable water supplies
- provide advice on pest control issues

Environmental Management and the Rural Economy (EMRE)

- manage the delivery of the Rural Economy Strategy and provide an advisory and scientific service to farmers, growers, the dairy industry and other government departments with specialist diagnosis of plant pests and diseases, analysis of soil, water and plant tissue samples, qualified advice on pesticides and research and into techniques to reduce the environmental impact of agriculture
- monitor statutory plant health risks and provide a protective framework
- develop and implement a legislative and policy framework in order to manage the delivery of the Biodiversity strategy and develop management plans and work schedules for much of the Island’s ecologically sensitive areas
- maintain and improve an access network to enable access to the Island’s countryside
- protect and champion the Island’s biodiversity, marine resources and ecosystems in line with international and local commitments
- manage the delivery of the Integrated Coastal Zone Management Strategy
- regulate commercial and leisure fishing activity, aquaculture and exploitation of living aquatic resources in the 800 square miles of Jersey waters
- administer the Agricultural Land Control of Sales and Leases (Jersey) Law 1974 in order to control the occupation and use of agricultural land and to ensure that a stable, viable agricultural land bank is retained for the farming industry

Environmental Policy and Awareness

- develop environmental and energy policy in line with International and local drivers
- deliver environmental awareness programmes through the eco active campaign to encourage environmental responsibility across all sectors
- deliver the States of Jersey's Energy Plan to ensure secure, affordable and sustainable energy.

Environmental Protection

- manage the Island's water resources and regulate the supply of wholesome water
- manage pollution control, pollution prevention and waste management regulation
- maintain the Island's ability to export agricultural and horticultural produce through a system of plant inspections
- regulate the use of pesticides, prevent the introduction and establishment of plant pests and diseases and control the spread of injurious weeds.

Meteorological Services

- provides meteorological services to the Channel Islands' communities and specialised services to meet the needs of specific industries including Channel Island airfields, the Channel Islands Control Zone and a comprehensive shipping forecast
- record and analyse climate

Veterinary Services

- promote best animal health and welfare practice for all farmed, captive and domestic species by providing advice and investigating adverse welfare complaints.
- exercise controls to prevent the incursion or eradicate notifiable animal, poultry and fish diseases to protect the health of animals, poultry and fish and in the case of zoonoses, humans.
- facilitate the export of animals and animal products from the Island.

Planning and Building Services Division

The Planning and Building Service Division is split into three main areas of activity:

Building Control

- set and enforce standards for the design and construction of buildings to ensure that buildings are safe, healthy, accessible and sustainable for current and future generations
- investigate complaints made under the dangerous building provisions of the Planning and Building (Jersey) Law
- investigate and resolve breaches of the building bye-laws

Development Control

- regulate the development and use of land to achieve an appropriate balance between environmental protection and economic growth
- seek quality in the design of the built environment in relation to development proposals
- investigate and where appropriate, regulate breaches of the Planning and Building (Jersey) Law 2002 to uphold the requirements of the planning and building control legislation
- provide information relating to land or buildings in the process of conveyancing

Policy, Projects and the Historic Environment

- develop a legislative and planning policy framework that underpins the Island's planning system, principally represented by the Island Plan and supplementary planning guidance
- provides planning policy advice to facilitate and enable the implementation of the planning policy framework and the delivery of planning and other States objectives
- designates buildings and places of special architectural, archaeological and historic interest in order to protect those of public importance
- provides legislation, policy, guidance and advice to ensure that the special importance of Jersey's historic environment is protected and managed appropriately
- manages the Jersey Architecture Commission, to ensure the architectural appraisal of key development proposals
- maintains and develops the 3D model

Corporate

Corporate activities are delivered across the Department. They encompass finance, human resources, information technology and business operations and responsibilities include:

- customer service management
- management of staff and resources in accordance with financial directives and human resources policies
- delivery of information technology strategy
- management of department control frameworks, including health and safety, records management, business continuity, freedom of information and data protection, and risk management
- business reporting and performance management
- the support and delivery within the department of corporate activities (e.g.: Jersey Lean System)
- supporting corporate communication and stakeholder engagement

Who we are

5. The Minister for the Environment is Deputy Steve Luce
6. The Assistant Ministers are:
 - Connétable Steve Pallett
 - Deputy Anne Enid Pryke (with specific responsibility for determining appeals made under Part 7 of the Planning and Building (Jersey) Law 2002)

The Planning Committee (PC) is made up of States members and includes:

- Juliette Gallichan, Connétable of St. Mary (Chairman)
- Philip Bond Le Sueur, Connétable of Trinity (Vice Chairman)
- Deputy Jeremy Martin Maçon of St. Saviour
- Deputy Richard John Rondel of St Helier
- Deputy Graham John Truscott of St Brelade
- Deputy Russell Labey of St Helier
- Deputy Scott Michael Wickenden of St Helier

The Department of the Environment employs 119 full time equivalent (FTE) staff

Senior Management Team (SMT)				
Strategic Management Board (SMB) The Strategic Management Board is responsible for developing, managing and reviewing department wide policies, strategies and priorities to meet States objectives within available resources. The SMB acts as the corporate interface between the Department and central government, taking the lead in working with the Department Minister, Assistant Minister, Council of Ministers, Scrutiny and the States Assembly on Department activities.				
Andrew Scate Chief Executive Officer	Willie Peggie Director for Environment Deputy Chief Officer	Yannick Fillieul Business Director	John Littlewood Finance Director	Maxine Dottore Senior HR Business Partner
Heads of Profession The Heads of Profession work with and support the SMB in achieving States and Department objectives with specific responsibility for developing and managing Department specialist operational areas within available resources. Heads of Profession provide expert knowledge and advice and lead specific States or Department projects and initiatives.				
Dan Houseago Director for Environmental Management & Rural Economy	Dr Tim du Feu Director - Environmental Protection	Kevin Pilley Director – Policy, Projects & Historic Environment	Peter Le Gresley Director of Development Control	Mo Roscouet Director – Building Control
Stewart Petrie Director of Environmental Health	Dr Louise Magris Director for Environmental Policy	John Searson Principal Meteorological Officer	Mel Andrews Senior IS Manager	Stephen Sagar States Veterinary Officer

Key Activities and Projects – 2016 Business Plan

Ref	Activity	Performance Indicator	Target	Risks
Department Key Activities				
D1	Delivery MTFP2 2016 agreed budget	SMT to review department budgets on a monthly basis and take necessary action to achieve department objectives with available resources	2016 forecast matches agreed budget	Un-forecast spend or requirement for further budget reductions
D2	Design and deliver MTFP2 2017-2019 agreed budget	SMT to complete department reviews and match planned 2017-2019 activities against agreed staff and budget reductions	Department MTFP2 2017-2019 budget submission achieves required SoJ budget	Un-forecast spend or requirement for further budget reductions
D3	Actively support the Public Sector Reform programme	Support work force modernisation program	Submit department JITs and contribute to Terms and Conditions review	
		Contribute and support the SoJ Office Modernisation Program (OMP)	Actively participate in the project	
D4	Deliver service improvements (linked to - Jersey Lean System)	Undertake a range of department service and process reviews	Each business section to identify and deliver one or more service or process review	
		Migrate SoJ Environmental Health team and function into DotE	Complete migration by H2 2016	
D5	Support SoJ regulation review project	Pro-actively contribute to the regulation review project and implement changes where agreed	Achieve SoJ regulation review project targets	

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Environmental Health				
EH1	Food	Maintain and develop Eat Safe scheme	Inspections carried out according to annual schedule	Insufficient resource
EH2	Infectious disease	Introduce new reporting and recording mechanism for infectious diseases	Scheme in place with GPs by end Q3	Poor adoption by GPs

Ref	Activity	Performance Indicator	Target	Risks
EH3	Air quality	Review current Air Quality monitoring regime	Recommendations in place end of Q3	Insufficient resource
EH4	Introduce Landlord Accreditation scheme – Rent Safe	Successful roll out of scheme	Scheme launched by end Q2	Insufficient Environmental Health Housing resource for inspections
EH5	Develop and update legislative framework	Delivery of law drafting instructions per agreed timetable.	Continue drafting of new Food Safety (Jersey) Law 201- Continue drafting of New Public Health and Safety (Rented Dwellings) (Jersey) Law 201-.	States Assembly does not adopt the Law.
EH6	Deliver Service improvements	Integration of Environmental health Service with Environment Department	Complete by end of Q4 2016	
EH7	Mobile working	2 inspection types available on tablet/notebook	Pilot schemes working by end Q3	Resource pressures

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Environmental Management and the Rural Economy (EMRE)				
EMRE1	Minimise the impact of statutory and non-statutory pests and diseases	Ensure plant health and pesticide legislation is in-pace with EU equivalents	The EU Plant Health Regulation comes into force in 2019. Jersey is making preparation along with UK and Guernsey to implement this regulation locally in 2019. Local Pesticide and MRL legislation to be revised 2016.	Sufficient LOF advice and Law drafting time.
		Statutory and regulated organism monitoring timetabled across Plant Health Laboratory and Inspectorate and completed satisfactorily.	Monitoring programmes conducted and results to DEFRA within required timescales Q1-4.	
			Plant Health contingency will be added to the Civil Emergency List and an exercise will be	

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		Contingency plans in place in event of pest/disease outbreak requiring statutory action	undertaken to highlight any gaps in likely resource requirement in an outbreak.	Reduced ability to mobilise sufficient staff and assets as Government cuts occur.
			Contingencies updated 2016	
		Continued access to training, technical information and warnings of pest threats as they arise	Retain membership of the European Plant Protection Organisation (EPPO).	Must maintain budget for EPPO membership
		Comply with EU Regulations / Directives requiring provision of a Plant Health/Agronomy/Pesticide Advisory Service	Maintain laboratory capable of providing statutory and non-statutory diagnostic and advisory service	Loss of skills through retirement/redundancy
			Maintain team capable of providing agronomy service and providing competent authority role.	
Develop mobile working and statutory response capability via CRM and GIS	Deliver mobile CRM linked to GIS analysis and survey capability – then extend through entire Department.	Lack of IT support from centre. Lack of GIS provision.		
EMRE2	Protect and enhance Jersey's biodiversity	Administration, strengthening and enforcement of the Conservation of Wildlife (Jersey) Law 2000 and Biodiversity Strategy	Review of law completed and species rescheduling in Q3. Redrafting instructions completed by Q4	Lack of Law drafting time Lack of IT capacity
			Review the Biodiversity: A Strategy for Jersey Q4	
		Implement natural environment legislation, regulations and relevant MEAs	Report on MEAs within required UK timescales.	
			Implementation of biodiversity monitoring framework	
			Monitor key designated habitats and encourage the involvement of	

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			stakeholder groups in implementing Action Plans	
			Progress ArcView GIS development Q1-Q4	
			Prepare Supplementary Planning Guidance to ensure appropriate consideration of biodiversity issues within the planning process Q4	
			Prepare Site Management Statements for SSI's Q1-Q4	
			Produce draft Protected Areas Policy Q4	
EMRE3	Manage, maintain and improve public access opportunities	Regular inspection of access routes Maintenance and enhancement of access infrastructure	All routes inspected at least every 8 weeks	Loss of capital funds will impact on the Departments ability to build resilience in to the aging infrastructure
		Publish Access Strategy	Published by Q3	
		Implement the Access Strategy	Q3-Q4 as per delivery timetable	
EMRE4	Protect and enhance the Island's countryside and agricultural land	Publish a Rural Economy Strategy (CDP project)	Draft RES to CMB/CoM Q3 Lodge R&P Q4	
EMRE5	Administer the Agricultural Land Control of Sales and Leases) (Jersey) Law 1974	Record Land transactions and lease agreements	Maintain database of transactions and imposed agricultural conditions	Loss of staff capacity due to redundancy
EMRE6	Deliver service improvements (linked to Department Key Activity D4)	Complete EMRE (including Marine Resources) service review and progress review recommendations	Draft service redesign complete by Q2.	
			Final draft completed by Q4 following necessary consultation	

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Marine Resources (within EMRE)				
MR1	Regulation and control of activities in the marine environment	Catch rates of Lobster	Landing per unit of effort to stay above 6kg per 100pots	
		Number of inspections related to number of infractions	No. of offences below 2.3 per 100 inspections	Lack of enforcement resources – key person dependency
MR2	Implementation of revised licensing arrangements for Aquaculture industry	More customer focussed and efficient management of the aquaculture industry, affording managed growth in that sector	Revised licensing arrangements agreed with all stakeholders (internal and external) by end Q3	Lack of staff capacity Lack of stakeholder consensus
MR3	Deliver Coastal Zone Management Strategy – Spatial Planning	Create strategy to enable government to make balanced decisions on activities using the marine resource and providing security for industry and service providers	Draft spatial plan to be developed and agreed for integrated planning of activities in the marine zone by end of Q4	Lack of staff capacity Highly complex – lack of stakeholder consensus
MR4	Legislation, licensing and compliance with Granville Bay and UK fisheries management agreements.	Deliver appropriate legislation in a timely manner to avoid the Island being in breach of MIAs and to do so with improved efficiency and transparency for marine stakeholders.	As required	Capacity in MR and LOD
		Organise and contribute to Granville Bay Treaty management meetings, Service Jersey/UK Fisheries Management Agreement (FMA). Amend legislation as required.	Maintain Granville Bay Treaty (3 x advisory meetings, 2 x management meetings per year) and FMA agreement with UK (at least 2 x meetings per year with Defra)	
		Introduce improved databases allowing efficient and effective data processing linked to real time provision of data in respect of quota species	Resolution of data management issues by Q4	Requires buy-in from IT
		Improved fishing vessel licensing processes	Simplified licensing process by Q4	Requires buy-in from Ports of Jersey and Regulation of Undertakings
MR5	Marine research and development to provide data for management	Minister and committees are provided with sufficient data to take appropriate actions.	Reappoint Marine Scientist post by Q3	

	decisions and law obligations for Lobster MSC accreditation			
MR6	Deliver service improvements (linked to Department Key Activity D4)	Complete Marine Resources service review as part of the EMRE service review and progress review recommendations	Draft service redesign complete by Q2. Final draft completed by Q4 following necessary consultation.	

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Environmental Policy and Awareness				
EPA1	Develop and maintain environmental and energy policy regime	Investigate changes to Vehicle Emissions Duty that ensure fairness of application and minimal exceptions to the regime.	Propose any relevant changes to 2017 budget	Lack of support for proposed changes
		Deliver a co-ordinated programme of work that will contribute to the development of a Climate Change Adaptation Plan (CDP project)	Carry out stakeholder work and commission consultant to scope during summer to enable commissioning at end of year for 2017	Insufficient stakeholder engagement
		Assist other sections in undertaking a valuation of environmental asset as part of ongoing policy development.	Complete phase 1 (biodiversity and eco system) by Q3 2016	
		Ensure a consistent approach to long term environmental policy making corporately and inter-departmentally	Participate and represent environmental and energy policy in respect of Long Term Strategic Planning	
			Publish 2016 'State of Jersey' Report	
EPA2	Implement Pathway 2050: An Energy Plan for Jersey - 2016 actions (CDP project)	Deliver Energy Plan objectives in the domestic and industrial and commercial sector (Action Statement 3, 6 and 8). Includes developing and expanding programmes into able-to-pay sector (Action Statement 3) (separate CDP projects)	Input into Building Bye Law revisions Implement programme of activity into the Able to pay sector. Year 2 programme of eco active business network delivered.	

Ref	Activity	Performance Indicator	Target	Risks
		Corporate governance of the energy plan – Initiate and support the agreed annual programme of the Energy Partnership (Energy Executive and Energy Forum)	Completed annual programme of work and outputs that support the delivery of the energy plan and co-ordinate and link with the eco active network	Lack of engagement
		Compile and publish Energy Trends report for Jersey and compile GHG data inventory	Publish data up to and including 2015	Data availability
		Continue to assess the potential for sustainable energy resources (Action Statement 22) in conjunction with EDD, BIC(E) and CIMREG. Participate in the St Brieuc windfarm public enquiry.	Deliver updated law drafting instructions for Offshore Renewable Energy Law by Q3	
EPA3	Develop and maintain eco active programme to reduce waste, energy use, pollution and the effects of climate change	Implementation of annual programme in accordance with agreed milestones and energy plan objectives (esp. (Action Statement 3, 6 and 8 as in EPA2)	Develop and deliver eco active programme of campaigns for the year	
		Assist Jersey Property Holdings and Andium to compile and disseminate data on their carbon reduction programme in support of the energy plan deliverables	Use case studies and information to support eco active programme and Public Sector Reform	Lack of available data
EPA4	Administer advice on and review relevant international environmental policy and legislation. Survey, report & administer as required the international agreements to which Jersey is a signatory.	All requests for information from DCA responded to within requested timescale. No critical reports on Jersey by other governments or international bodies Ensure appropriate national legislation / programmes in place to support MEA commitments	Jersey's international reputation as an environmentally responsible jurisdiction is maintained and enhanced Maintain compliance with existing Multi-lateral environmental agreements	
		Delivery of CITES statutory regime: Scientific Authority	All relevant operations and activities appropriately licensed under the Endangered Species (CITES) (Jersey) Law 2012	

Ref	Activity	Performance Indicator	Target	Risks
EPA5	Deliver service improvements (linked to Department Key Activity D4)	Ongoing implementation of 2015 section service review		

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Environmental Protection				
EP1	Deliver and manage an effective environmental legislative regime to protect the quality and availability of water resources	All reported pollution incidents are responded to	All reported incidents are resolved with appropriate enforcement action in line with the agreed Enforcement Policy and in a manner, which minimises environmental impact.	All pollution incidents cannot be effectively resolved due to reduced resources. Limited staff resource necessitates focus on larger impact pollution incidents (particularly on out of hours incidents).
		Rationalise the current monitoring of the Island's freshwater and marine water quality. All monitoring undertaken according to the annual timetable	Rationalised monitoring program in place by Q3 All monitoring according to annual timetable	Ability of laboratories to analyse all determinands required.
		Develop a new fit for purpose computerised information system to store and report on the Island's water quality data	Scoped out and more than 50% complete by Q4.	Lack of IT involvement. Lack of involvement from other collectors and providers of data (e.g. States Official Analysts Dept.).
		Grant a dispensation for nitrate in public water supply which is supported in the long-term by pro-active work of the Water Plan. Consulting with the Department of Health and Social Services, as appropriate.	Dispensation for nitrate in place by Q4.	New medical evidence prompts Health to advise against issuing a dispensation.
		Development of an Island Integrated Water Plan (WP)		Lack of law drafting time

Ref	Activity	Performance Indicator	Target	Risks
		<ul style="list-style-type: none"> • Prepare the groundwork for Water Quality Orders and Water Catchment Management Areas and Orders • Work with EMRE to develop new Water Code • Develop a strategy for compliance checking of Water Catchment Management Orders • WP agreed by the States • Secure short-term departmental funding of the WP for 2016 & 2017 • Short list longer term funding mechanisms 	<p>Law drafting instructions in place by Q4</p> <p>By Q4</p> <p>Strategy for compliance checking by end Q4</p> <p>WP agreed by the States in Q4</p> <p>Short term (2016-17) agreed by end Q3</p> <p>By end Q4</p>	Lack of officer time Treasury do not permit carry over of any departmental underspend for priority projects.
		Succession Planning in place for defined and targeted activities for the Water Resources (Jersey) Law 2007 to prepare for the retirement of the States Hydrogeologist	By end Q3	
		Water abstraction licenses are renewed and determined	All outstanding abstraction license determined	Dependant on the above staff resource
		Effective Regulation of Jersey Water to ensure they continue to supply wholesome water to their customers.	Regular meetings and compliance checking as stipulated by the Water (Jersey) Law 1972 as amended	
EP2	Protect the environment and people from the harmful effects of waste by delivering and managing an effective waste management regulation regime	Waste carriers, waste exports and waste sites are licensed	All island waste sites are licensed in accordance with the Waste Management (Jersey) Law 2005.	Delays due to operators (government and private) do not submit adequate and timely information to enable license applications to be determined. All operators do not have appropriate planning permission to allow them to be issued with a

Ref	Activity	Performance Indicator	Target	Risks
				Waste Management license and operate legally under the Law
		Waste management activities (licenced, exempt or other) are regulated and inspected	All sites inspected according to 2016 inspection timetable.	Current lack of staff resource to undertake compliance checks
		Development and delivery of a data management system (such as CRM) for permitting (waste licenses, discharge permits, water abstraction licenses) and compliance recording.	Data management system operational by Q4	Lack of IT involvement CRM not taken forward corporately
EP3	Agricultural and horticultural community operate safely, and to defined standards that enable them to trade successfully.	Statutory inspections of crops.	Inspections undertaken according to the annual timetable	Lack of staff resource following delivery of MTFP saving
		Pesticide (Jersey) Law 1991 is administered.		Lack of staff resource following delivery of MTFP saving
EP4	The establishment and spread of pests, diseases and injurious weeds is prevented	Inspections and control regimes of plants and crops (including imports)	Targeted plant inspections maintained at the harbour and Jersey Post for plant imports.	New and emerging plant health issues cannot be met by reduced resources due to MTFP savings
EP5	Survey, report & administer as required the international agreements to which Jersey is a signatory	Ensure appropriate programmes are in place to support MEA commitments	Surveys undertaken according to annual timetable	Lack of staff resource following delivery of MTFP saving New emergent plant disease/pest causes diversion of staff resource
EP6	Deliver service improvements (linked to Department Key Activity D4)	Complete EP service review and progress review recommendations	Complete service review by end of Q3 2016	

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Meteorological Services				
M1	Provision of essential Channel Islands wide meteorological services. (to airport, harbours, local industry and the public)	Accurate weather service.	Maintain ISO9001 Weather forecast 84% accurate Renewal of Guernsey related SLAs	

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M2	Provision of meteorological advice and historic data. (in support of research, insurance / police enquiries – building / construction / planning projects.)	Ability to respond to enquiries in a timely manner.	24 observations 365 days per year Accurate and verified data. Maintained programme of SYNOPTIC and National Climate Observations.	
M3	Implement the recommendations of the Met Office Review	Improved efficiency and effectiveness of Met Office and delivery of services		
M4	Implement phase 3 and 4 of the Weather Radar upgrade in line with programme set by UKMO	Improved radar technology and robust hardware replacing ageing equipment. Improved data feed to UK and models-> improved forecasts		
M5	Deliver service improvements (linked to Department Key Activity D4)	Review Met Office accommodation arrangements and implement approved way forward		

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Veterinary Services				
V1	Protect animals, the island's population and integrity from the adverse effects of notifiable animal diseases	Implement controls proportionate and applicable to identified risk.	Q1 Identify disease threats and mitigation	Exotic disease incursion. Inadequate resource.
			Q2 Submit application to EU Commission via CVO Defra for official recognition of freedom from EBL and IBR.	Across the entirety of the services, standard risks linked to appointment of new SVO
V2	Deliver effective regulatory service for animal health and welfare and food hygiene as applicable,	Fulfil statutory checks, tests and respond to reported incidents.	Q4 Complete Animal Welfare Law licensing visits and inspections and respond to complaints	Inadequate resource States Assembly do not adopt Regulations
			Q4 Regulate abattoir and test shellfish harvesting areas in accordance with EU legislation.	

Ref	Activity	Performance Indicator	Target	Risks
			Q4 Implement requirements to be introduced by Aquatic Animal Health Regulations	
V3	Develop and update legislative framework	Delivery of law drafting instructions per agreed timetable.	Continue drafting of new, updated and amended Orders under Animal Health (Jersey) Law 201-	States Assembly does not adopt the Law. Inadequate resource
V4	Delivery of CITES statutory regime: Management Authority			
V5	Deliver service improvements (linked to Department Key Activity D4)		Assist with migration and review of Environmental Health team	

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Building Control				
BC1	Regulation of building work for the purposes of health and safety of people, energy efficiency and accessibility.	Timely assessment of building applications Completion certificates issued for all developments, or action taken to secure compliance where bye-law contraventions exist.	Process all applications for building permission within 5 weeks of receipt Inspect site work at key stages and advise on measures necessary to enable a completion certificate to be issued.	
BC2	Ensure building bye-laws and approved technical guidance meet the objectives of the Planning and Building Law.	Publish revised energy performance standards (CDP project) – Supports Pathway 2050: An Energy Plan for Jersey	New standards to be adopted by the end of Q3 2016	Principle and detail resisted by key stakeholders
		Publish proposals for updating technical guidance and strengthening requirements relating to Radon protective measures in buildings.	To publish consultation document by end of Q4 2016.	Principle and detail resisted by key stakeholders
BC3	Administer dangerous building provisions of the Planning and	No injuries to members of the public resulting from defective buildings	Respond to all complaints about dangerous buildings on same working day.	

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	Building Law to ensure public safety.			
BC4	Deliver service improvements (linked to Department Key Activity D4)	Provide option for builders to notify site inspection requests through gov.je	Publish online form for the submission of site inspection requests by end of Q4 2016.	Lack of IT support

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Development Control				
DC1	To determine all planning applications to a high quality within reasonable timescales.	Number of planning applications dealt with within timescales.	In 85% of cases determination of Minor applications – within 8 weeks Major applications – within 13 weeks	
DC2	To provide advisory and support services relating to the development of land.	Number of pre-application enquiries delivered within published timescales. Establish inter-Dept. working group Q4	In 85% of cases, advice issued within 6 weeks of receipt	
DC3	To enforce planning controls	Proportion of cases resolved without recourse to formal action Proportion of cases resolved within published timescale	In 85% of cases - initial inspection within target time - resolved with no formal action - resolved within 5 weeks of receipt	
DC4	Appeals	Successful defence of Dept. and PAC decisions	In 66% of cases, appeal dismissed	
DC5	Review and streamline planning processes	All internal processes and actions reviewed to reduce waste and improve business efficiency	Complete by end Q4	
DC6	Undertake and implement a review of the P&B subordinate legislation (Phase 2)		Consultation complete Q2 Law drafting Q3 Delivery end Q4	Current admin support of the new appeals system risks serious delay to this project

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DC7	Support eGovt project	Develop and deliver Planning Submissions online project	Design Q2 Testing Q3 Soft launch end Q3 Go Live by end of Q4	Current admin support of the new appeals system risks serious delay to this project

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Planning Policy				
PP1	Develop and maintain legislative framework to protect and enhance the natural, built and historic environment	(a) Jersey Infrastructure Levy (JIL): new legal vehicle developed to capture uplift in land value from planning decisions	Legal vehicle developed and consulted upon to take effect from 2018	Principle and detail resisted by key stakeholders
		(b) Planning and Building (Jersey) Law and subsidiary legislation maintained and developed as appropriate	(i) Review process for Island Plan approval and adoption and amend/develop legislation/ policy as appropriate (Q2-4)	Principle and detail resisted by key stakeholders Lack of law drafting time, if reqd.
			(ii) Assist in review of GDO: regulation of change in historic environment (see DC)	
			(iii) EIA Order reviewed to ensure MEA compliance (Q3)	Lack of law drafting time
			(iv) Primary law reviewed/ amended to enable designation of Conservation Areas (Q4)	Lack of capacity to progress Lack of law drafting time
(c) Introduce new law for the protection of artefacts of archaeological or historic significance	New law scoped, drafting instructions prepared and consulted upon (Q4)	Lack of capacity to progress Principle and detail resisted by key stakeholders Lack of law drafting time		

Ref	Activity	Performance Indicator	Target	Risks	
PP2	Develop and maintain Island Plan policy framework to facilitate and support long-term sustainable economic growth and social well-being whilst protecting our natural and historic environment and;	(a) Jersey Infrastructure Levy (JIL): new policy tool developed to capture uplift in land value from planning decisions	Policy tool developed and consulted upon to take effect from 2018	Principle and detail resisted by key stakeholders	
		(b) Development briefs for rezoned affordable housing adopted	Development briefs adopted for: <ul style="list-style-type: none"> F.402, St. Martin (Q1) F.785, St. Ouen (Q2) 		
		(c) Develop a new vision for the Future of St. Helier	(i) St. Helier Traffic Management Plan developed, consulted upon and adopted (Q4)		
			(ii) St. Helier Public Realm Strategy developed, consulted upon and adopted (Q4)		Lack of capacity to deliver
			(iii) Phase 1 St. Helier tree survey and urban forest project completed (Q4)		Lack of capacity to deliver
		(d) Supplementary planning guidance maintained, developed, consulted upon and adopted, as necessary	(i) Design for homes (Q3-4)		
			(ii) Parking standards (Q3-4)		
			(iii) Duration of planning permission (Q2)		
			(iv) Planning obligation agreements (Q3)		
			(v) Development framework: Fort Regent (Q2)		
			(vi) Listed buildings and places and their settings (Q2-3)		
			(vii) Windows and doors in historic buildings (Q3)		
			(viii) Safety zones for hazardous installations (Q2-3)		

Ref	Activity	Performance Indicator	Target	Risks
			(ix) Employment land (Q3)	
			(x) Archaeological evaluation and treatment (Q2-3)	
			(xi) EIA (Q3-4)	
			(xii) Development of contaminated land (Q4)	
			(xiii) Explore the review of the Esplanade Quarter Masterplan 2008. (Scope and funded Q4)	
		(e) Publish Island Plan Annual Monitoring Report	(i) Residential land availability report published (Q3)	
			(ii) Review requirement for review of housing land demand, supply and affordability (Q2-3)	
			(iii) More comprehensive monitoring framework for Island Plan developed and report published (Q4)	Lack of capacity
		(f) Assist the development, assessment and adoption of Village Plans and other community-sponsored SPG (e.g. St. Brelade's Bay)	Plans reviewed by Minister and adopted as SPG as and when they emerge	Lack of capacity to assist and community capacity to deliver
		PP3	Provision of planning policy advice	(a) Integration of planning policy advice into development control process
(b) Integration of planning policy advice into States of Jersey projects and initiatives	Provision of planning policy advice into major projects and initiatives, such as: <ul style="list-style-type: none"> • CoM Strategic framework • SHU Housing Strategy 			

Ref	Activity	Performance Indicator	Target	Risks
			<ul style="list-style-type: none"> • H&SS Future Hospital project; • ESC Les Quennevais School project • Climate Change adaptation framework • Ports of Jersey Masterplans 	
PP4	Management of Jersey Architecture Commission	Facilitation of robust, independent architectural critique of development proposals and plans from JAC	Renew/ refresh membership of Commission at expiry of tenure (Q3)	Failure to secure new membership
			Provision of architectural advice on key development schemes in a timely and efficient manner (6 meetings per year)	
PP5	Maintain and implement tree protection regime	Review policy and procedures for the identification and protection of trees	Revised and robust policy and procedure for the protection of trees (by Q4)	Lack of resource to review policy and protection regime. Loss/lack of expert professional advice to designate important trees
PP6	Deliver service improvements (linked to Department Key Activity D4)	See PP1(b)(i) and PP5 above		

Ref	Activity	Performance Indicator	Target	Risks
Historic Environment				
HE1	Maintain historic environment protection regime	(a) Re-designation/ designation of Listed buildings and places	Review 100% of heritage assets by Q4 (@ c.200 cases/month)	Lack of capacity to maintain performance Representation/appeal slows progress
		(b) Secure agreement for the protection and management of ecclesiastical buildings	(i) Model heritage management agreement for ecclesiastical bldgs. agreed (Q2)	

Ref	Activity	Performance Indicator	Target	Risks
			(ii) All ancient parish and district churches listed (Q4)	
HE2	Implement historic environment protection regime	(a) Provision of historic environment advice on planning and Listed building and place applications in accordance with the Customer Charter;	(i) 90% of Listed buildings advice provided within five weeks	
			(ii) 80% of Listed place (archaeological) advice provided within five weeks	
HE3	Promote and raise awareness of historic environment	(a) Enhanced level of public information through Historic Environment Record	All listing schedules published online as heritage status determined	
		(b) Develop and implement communication plan for HE	Maintenance of HE Twitter feed	
		(c) Contribute to the publication of an annual report on the State of the Island's Heritage, by Jersey Heritage (Q4)	Provision of data (Q4)	
HE4	Deliver service improvements (linked to Department Key Activity D4)	(a) See HE1(b) above: introduce more efficient and effective process for the management of change in ecclesiastical heritage bldgs.	Complete by end of Q2 2016	
		(b) Work with Jersey Heritage to review SLA for 2017, to include a review of roles and responsibilities for the delivery of HE services	Complete review and draft new SLA by Q4	
Ref	Activity	Performance Indicator	Target	Risks

Geographic Information

GI1	Maintenance and development of 3D model	Enhancement of existing 3D model	Increase spatial extent of coverage	Subject to the availability of funding
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Ref	Activity	Performance Indicator	Target	Risks
Corporate				

Ref	Activity	Performance Indicator	Target	Risks
C1	Develop and Deliver departmental Information Technology strategy to support business efficiency and effectiveness	Work with Heads of Profession to understand the current and future needs of the department and develop strategies to meet these needs	Review IS strategy quarterly	Lack of resources or support
C2	Maintain and develop departmental control frameworks for business continuity, risk management and Health and Safety	Develop high level BCM plans	Q4	
		Maintain and review department risk log	Quarterly	
		Maintain and develop department H&S Policies and Procedures	Q4	
C2	Maintain and improve public and stakeholder engagement and understanding of the work of the department	Develop communication plan with Heads of Profession, deliver communication activities and monitor public and stakeholder engagement	Review monthly at SMB	
C3	Develop and manage the department Records Management System	Develop and deliver agreed records management programme	Review quarterly	
C4	Actively participate in the SoJ eco active States program	Maintain department eco active States green team, develop and deliver 2016 action plan	Review quarterly	
C5	Deliver service improvements (linked to Department Key Activity D4)	Investigate options and benefits of new Environment Law	Complete by end of Q4 2016	
		Support the Jersey Lean System (JLS) and co-ordinate the department JLS activities and projects		

CDP = Corporate Deliver Plan

The Department administers all or parts of the following Legislation:

- Agricultural Land (Control of Sales and Leases) (Jersey) Law 1974
- Agricultural Marketing (Jersey) Law 1953
- Aquatic Resources (Jersey) Law 2014
- Animals (Trapping)(Jersey) Law 1961
- Animal Welfare (Jersey) Law 2004
- Artificial Insemination of Domestic Animals (Jersey) Law 1952
- Building Bye-Laws (Jersey) 2007, as amended
- Conservation of Wildlife (Jersey) Law 2000
- Cremation (Jersey) Law 1953
- Dangerous Wild Animals (Jersey) Law 1999
- Diseases of Animals (Jersey) Law 1956
- Diseases of Animals (Rabies) (Jersey) Law 1976
- Endangered Species (CITES) (JERSEY) Law 2012
- High Hedges (Jersey) Law, 2008
- Relevant Regulations made in accordance with European Communities Legislation (Implementation) (Jersey) Law 1996
- Fertilisers and Feeding Stuffs (Jersey) Law 1950
- Fish Health (Jersey) Regulations 1999
- Food and Environmental Protection Act 1985 (Jersey)
- Food Safety (Jersey) Law 1966
- Loi (1894) sur la coupe et la pêche des vraics
- Loi (1919) sur la Location de Biens-Fonds
- Loi (1934) sur la Santé Publique
- Pesticides (Jersey) Law 1991
- Planning and Building (Jersey) Law 2002, as amended
- Plant Health (Jersey) Law 2003
- Protection of Agricultural Land (Jersey) Law 1964
- Public Health (Vessels and Aircraft) (Jersey) Law 1950
- Restriction on Smoking (Jersey) Law 1973
- Sea Fisheries (Jersey) Law 1994
- Sea Beaches (Removal of sand and stone) (Jersey) Law 1963
- Slaughter of Animals (Jersey) Law 1962
- Statutory Nuisance (Jersey) Law 1999
- Waste Management (Jersey) Law 2005
- Water Pollution (Jersey) Law 2000
- Water Resources (Jersey) Law 2007
- Water (Jersey) Law 1972, as amended
- Weeds (Jersey) Law 1961

The Department administers various European Union Directives and International Conventions (known as Multi-Lateral Environmental Agreements (MEAs))

MEAs for which ratification has been extended to Jersey

- Agreement between the Government of the United Kingdom of Great Britain and Northern Ireland and the Government of the French Republic concerning Fishing in the Bay of Granville with Exchanges of Notes and Declaration
- Agreement on the Conservation of European Bats (EUROBATS)
- Agreement on the Conservation of small cetaceans of the Baltic, North East Atlantic, Irish and North Seas (ASCOBANS)
- African-Eurasian Water bird Agreement (AEWA)
- Basel Convention on the Control of Transboundary Movements of Hazardous Wastes and their Disposal
- Convention of Biological Diversity (CBD)
- Convention on the Conservation of Migratory Species of Wild Animals (Bonn)
- Convention on the Conservation of European Wildlife and Natural Habitats (Bern)
- Convention on Environmental Impact Assessment in a Transboundary Context (Espoo)
- Convention on the Prevention of Marine Pollution by Dumping of Wastes and other Matter 1972
- 1996 Protocol to the above Convention
- Convention for the Protection of the Architectural Heritage of Europe (Granada)
- Convention on International Trade in Endangered Species (CITES)
- Convention for the Protection of the Marine Environment of the North East Atlantic (OSPAR)
- Decision of the Council of the Organisation for Economic Co-operation and Development (OECD) concerning the control of transfrontier movements of wastes destined for recovery operations
- European Convention on the Protection of the Archaeological Heritage (Valletta)
- Fisheries Management Agreement between the United Kingdom and Jersey
- International Plant Protection Convention
- Memorandum of Migratory Birds of Prey in Africa and Eurasia
- Montreal Protocol to above Convention
- Ramsar Convention on Wetlands of International Importance especially as a Waterfowl Habitat
- United Nations Framework Convention on Climate Change (UNFCCC)
 - Kyoto Protocol to above Convention
- UN Vienna Convention for the Protection of the Ozone layer
- UNECE Convention on Long Range Transboundary Air Pollution and Associated Protocols (CLRTAP)