

# CIEH Nottinghamshire Branch Business Plan 2011

## 1. Priority areas

1.	CPD provision to members
2.	Continue to support social events
3.	Support / represent branch members

## 2. Rationale

The branch has noticed a decreasing level of interest from members over recent years and 2010 has proven to be a difficult year. Low cost training has been provided by a range of companies, authorities and sub-groups, with little or no input from Nottinghamshire branch. Local Government membership has decreased as some Nottinghamshire authorities no longer subsidise professional membership fees, and some members are questioning their CIEH membership given that some Environmental Health Professionals are also members of other institutes, such as Institute of Occupational Health and Safety (IOSH) or the Institute of Acoustics (IOA), and the maintenance of two professional fees is a strain on resources.

Traditionally, the branch's business plan prioritised the organising of low cost training, however, with recent budget cuts and competition for low cost training, it was considered by branch members that any courses may be run at a loss. Despite the branch's concerns, it was felt that CPD could still be provided by using a wide range of local industry and commerce. During 2010, a total of 72 hours of CPD was organised with no cost incurred by the branch and it is anticipated the success of these visits will be built upon. Low cost training will be provided during 2011 and this will be subsidised by branch in order to encourage a high take up.

To increase morale amongst members, it was felt by the branch that we would continue to support social events. The annual Nottinghamshire / Derbyshire quiz is a night often looked forward to by most, and continues to allow members from both branches to socialise and battle for bragging rights. Further social events may be organised by the branch to raise spirits and the branch's profile amongst Nottinghamshire. The branch, in conjunction with Derbyshire branch, will continue to support and organise the joint AGM in January.

The third priority area is to ensure that members are supported and represented. With single status employment (job evaluation) and restructuring of Councils taking place in many authorities, Environmental Health is at risk of being overlooked and downgraded. The branch will therefore be looking to consult members and feedback to CIEH HQ in the hope that the CIEH will represent its members throughout the year and ensure the profession remains a priority within Local Government.

### 3. Objectives and resources

Priority area	Key objectives	Funding allocated to achieve objectives
1.	<ul style="list-style-type: none"> <li>Contact a wide range of industry / commerce for visits</li> <li>Arrange two low cost training events</li> <li>Branch Secretary to e-mail details of events</li> <li>Electronically send CPD certificates after the visit</li> <li>Letter sent to industry / commerce thanking for hospitality</li> </ul>	<ul style="list-style-type: none"> <li>None</li> <li>£500 subsidised by branch</li> <li>None</li> <li>None</li> <li>Postage costs</li> </ul>
2.	<ul style="list-style-type: none"> <li>Continue to provide an AGM</li> <li>Continue to support the Notts / Derbys quiz</li> <li>Organise further social events</li> </ul>	<ul style="list-style-type: none"> <li>£250 (venue / food)</li> <li>Self funding</li> <li>Self funding</li> </ul>
3.	<ul style="list-style-type: none"> <li>Consult branch members over perception of CIEH</li> <li>Collate and feedback to CIEH HQ</li> </ul>	<ul style="list-style-type: none"> <li>None</li> <li>Postage Costs</li> </ul>

### 4. Consultation and review

Members will be informed of the direction of the Nottinghamshire branch business plan at the AGM. The business plan will be reviewed at each branch meeting and amended as and when required. All decisions and updates will be emailed to branch members when appropriate.

### 5. How will you achieve the objectives - work plan

Area	Objective	Lead responsibility	Target/ timescale	Funding	Outcome
1.	Free CPD	Branch Secretary	3 visits / tours and 2 formal training events	No cost £500	CPD offered by the branch Catering/subsidy on delegate fee
2.	Arrange and run an AGM.	Branch Secretary / Branch Reps	January (each year)	£250	Catering / Venue/ Speakers
	Support Quiz	Branch Secretary	November (each year)	Self funding	Social event
3	Consult branch members	Branch reps	Online survey to be completed by end 2011	Free online survey	Voucher and certificate frame
	Tony Turton Memorial Award	Branch Sec / Treasurer	AGM	£60	
	Newsletter	Branch Reps	2 per year	Free	

