

Food Safety Service Delivery Plan

Cllr Doug Pullen, Cabinet Member for Regulatory Services, Housing & Wellbeing

Date: 6th February 2018

Agenda Item: Food Safety Service Delivery Plan

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Key Decision? YES- NO (delete as appropriate)

Local Ward Members N/a



**REGULATORY &
LICENSING
COMMITTEE**

1. Executive Summary

- 1.1. It is essential that the delivery of food safety regulation is undertaken in an approved and regulated manner in compliance with Government requirements. Service delivery plans for food safety enforcement are a fundamental part of the process to ensure national priorities and standards are addressed and delivered locally, taking account of local needs.
- 1.2. The Food Standards Agency (FSA) requires that each local authority publishes a Food Safety Service Delivery Plan which is required by 'Food Standard Agency's Framework Agreement on Local Authority Food Law Enforcement'
- 1.3. This Report introduces the Food Service Delivery Plan for 2018-20 which covers, in detail:
 - the aims and key priorities of the services provided;
 - the organisational structure and the scope of the services provided;
 - the ways in which the service will be delivered and the targets for its delivery;
 - the human and financial resources involved in providing the service;
 - the ways in which the quality of the service will be monitored and improved upon; and
 - the ways in which the service will be reviewed and improved upon

2. Recommendations

- 2.1. It is recommended that Members approve the Food Safety Service Delivery Plan 2018-20 contained in Appendix A.

3. Background

- 1.1. The Food Safety Service Plan for 2018-20 is detailed in Appendix A for consideration and approval. The plan highlights areas of work we hope to deliver and improve upon in **2018-20** and includes plans to:-
 - Undertake approximately **1,300** interventions / inspection visits to premises;
 - improve the percentage of broadly compliant premises;
 - support food business 'Start ups' to achieve a 4 rating or above;
 - improve the poorer performing businesses with 0,1 & 2 Food Hygiene Ratings through support, advice and regulation;
 - deal with complaints, requests for advice, food alerts, planning applications and infectious disease control;
 - carry out food sampling; and
 - to develop our existing 'Primary Authority' relationships and seek further opportunities for partnerships with other businesses

1.2. The Plan reports on previous achievements and sets goals for future ones within the recognised predicted available resources.

1.3. The Plan for 2018-20 also recognises the proposed changes by the FSA to the regulatory system highlighted in their Regulating Our Future programme.

Alternative Options	<ol style="list-style-type: none">1. The plan is required by the Food Standards Agency Framework Agreement on Local Authority Food Law Enforcement. Failure to adopt a plan or provide a food safety service could result in the FSA assuming control of the Councils Food Safety service.2. An alternative option would be to submit an amended version of the plan.
Consultation	<ol style="list-style-type: none">1. Regular feedback about our service is received from our stakeholders in a number of ways:-<ul style="list-style-type: none">• through customer satisfaction surveys;• comments during inspections;• Food Hygiene Training course assessments;• e-mail and 'Rate My Place'2. The Plan has been developed through this feedback and is publicised on our website. Comments are welcomed and are considered during the following years planning process.
Financial Implications	<ol style="list-style-type: none">1. There are no additional implications. Appropriate financial provision for Food Safety enforcement work is provided within the current Budget for Environmental Health Services.
Contribution to the Delivery of the Strategic Plan	<ol style="list-style-type: none">1. The Food Safety Service Delivery Plan recognises the Council's own strategic plan and embraces it. The plan details in the Service Aims and Key Priorities section how the service contributes to the Strategic Plan.
Equality, Diversity and Human Rights Implications	<ol style="list-style-type: none">1. The Food Safety Service Delivery Plan recognises the Councils Equality Statement 2017 and will be submitted to the Equality Impact Assessment process for comment prior to being publicised. Any recommendations made by the assessment panel will be added into the plan.
Crime & Safety Issues	<ol style="list-style-type: none">1. By carrying out functions around food safety we hope to protect the public health of those living in our community and the interests of consumers in connection with the consumption of food.2. The adoption of the Food Safety Service Delivery Plan will impact positively on our duty to detect and prevent food crime within the District. (Section 17 of the Crime and Disorder Act, 1998).

	Risk Description	How We Manage It	Severity of Risk (RYG)
A	Early changes introduced by the Food Standards Agency cause priorities to shift	The Regulating Our Future programme being implemented by the FSA is being monitored and the service is prepared to shift and adapt to ensure it is current as 2020 approaches.	Yellow
B	Significant Outbreaks or large investigations cause shortage in resources resulting in failure to deliver the workplan	The service is continuously looking at ways to improve its efficiency and ensure its resilience. Improvements in cost recovery and the introduction of a back office system will help to reduce the impact of this risk and all flexibility to engage contractors to cover shortfalls caused by demand.	Yellow
C	Staff sickness / absence causing shortage in resources resulting in failure to deliver the workplan	Manage staff shortage / sickness by ensuring compliance with sickness absence policies. Business Continuity plans are in place to provide resilience	Yellow
D	Failure to deliver priorities	Monitoring of targets and performance monthly.	Green
E	Major Incidents involving the council offices	Business Continuity plans are in place to provide resilience	Yellow
F	Demands arising from changes in legislation	Monitor legislative proposals and changes; evaluate impact on service and plan for changes; monitor impact	Yellow

Background documents

1. Appendix A Food Safety Service Delivery Plan 2018-20

Relevant web links: None