



LR.19 14/15
Licensing and Regulatory Committee
23 September 2014

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Subject: Food and Health and Safety Plan 2014-2015

Report by:	Chief Operating Officer
Contact Officer:	Lesley Beevers Regulatory Team Manager 01427 675129 Lesley.beevers@west-lindsey.gov.uk
Purpose / Summary:	To present a progress and delivery update for the Food and Health and Safety Service plan.

RECOMMENDATION(S):

- 1) That this progress and delivery update be noted by Committee;
- 2) That should future performance fall below 95% Members request that a further progress report be brought to Committee for consideration.

IMPLICATIONS

Legal:
The production of the Food and Health and Safety Service Plan is a statutory requirement.

Financial : FIN / REF / 59 / 15
None

Staffing :
None

Equality and Diversity including Human Rights :
Not applicable

Risk Assessment : attached

Climate Related Risks and Opportunities :
None

Title and Location of any Background Papers used in the preparation of this report:
Framework Agreement on Local Authority Food Law Enforcement March 2014 (as amended) – Food Standards Agency Website
Health and Safety Commission (Section 18) Guidance – Health and Safety Commission Website

Call in and Urgency:

Is the decision one which Rule 14.7 of the Scrutiny Procedure Rules apply?

i.e. is the report exempt from being called in due to urgency (in consultation with C&I chairman) **Yes** **No**

Key Decision:

A matter which affects two or more wards, or has significant financial implications **Yes** **No**

1 Background – Food Service Plan

- 1.1 The Food Plan was agreed by the Licensing and Regulatory committee on the 24th June 2014. At this meeting it was agreed that an update report would be provided to keep members informed as to progress of the pre-planned monitoring visits.
- 1.2 Between April and August 2014 165 pre-planned inspections were targeted to be completed, of these we achieved 156 (95%).
- 1.3 The risk to the Authority if the situation were to continue is that we would not achieve the inspection rate targeted in the Food Plan.
- 1.4 The number of inspections is slightly below target due to staff illness in August which meant that only 26 out of 33 inspections were completed that month.
- 1.5 Even though we are slightly below target officers feel that this position can be improved upon before year end, as this data is the position after five months.
- 1.6 The number of inspections undertaken will continue to be monitored and should the required amount of inspections continue to decline in the next three months, officers will consider what options to implement (if any).
- 1.7 Consideration would be given to:
 - Overtime for officers,
 - Approaching other local authorities, or
 - The use of external resources

To undertake the necessary inspections in order to achieve the target.

2 Conclusion

- 2.1 In conclusion, taking into account the small deficit in inspections, your officers recommend that, at this stage, progress for a further three months continue to be monitored and no remedial action is needed at this moment in time. However, if the target is still not being met after that point then the above options will be considered.
- 2.2 Furthermore if future performance falls below 95% a further progress report will be brought to Committee for consideration.