



**Regulatory Committee**

**4<sup>th</sup> June 2020**

**Subject: Food and Health and Safety Work Plan 2020/2021**

Report by:

Chief Executive

Contact Officer:

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Purpose / Summary:

To seek approval for the Food, Health and Safety Work Plan 20/21

**RECOMMENDATION(S):**

Elected Members are asked to:

- a) Note the progress made within the Food and Health and Safety work area during 2019/2020;
- b) Approve the Work Plan for 2020/21.

## IMPLICATIONS

### **Legal:**

The provision of this document is a statutory requirement and it is completed in line with the Food Standards Agency Framework Agreement.

### **Financial : FIN/13/21/SSc**

The report outlines financial aspects of the service but does not contain any financial implications.

### **Staffing :**

### **Equality and Diversity including Human Rights :**

### **Risk Assessment :**

The production of this document is a statutory responsibility. The audit of the food, health and safety and environmental protection work areas noted that this document is required to be produced.

### **Climate Related Risks and Opportunities :**

### **Title and Location of any Background Papers used in the preparation of this report:**

## 1. Introduction

- 1.1. The Council is required to produce and approve a work plan that is in line with the Food Standards Agency Framework Agreement and the Statement of Commitment agreed nationally between Local Authority Representatives and the Health and Safety Executive. The plan covers all work undertaken within the Housing and Environmental Enforcement work area relating to Food and Health and Safety.
- 1.2. The purpose of the work plan is to set out how the Council delivers its official controls and fulfils its duties under food, health and safety, public health and drinking water legislation.

## 2. Content

- 2.1. The work plan is attached as Appendix 1. The plan has been developed significantly over the last 12 months to reflect the enhanced work that the service is undertaking.
- 2.2. Information on performance and the inspection regime are shown in sections 9 and 10. Information relating to sampling is shown in section 7.7.

## 3. Update on Progress from 19/20

- 3.1. The work plan from 19/20 set out the following aims:
  - a) Inspect 90 to 95% of premises in line with the Food Standards Agency's (FSA) inspection schedule: **92.5% achieved. Increase of 99 inspections from previous year**
  - b) Increase the level of sampling that it undertakes: **sampling policy and process in place. 37 samples taken from 11 different premises during 19/20 (commenced Jan 20)**
  - c) Maintain a level of 97% of premises rating 3\* or above : **Annual average 97%**
  - d) Carry out proactive and targeted inspections of high risk late night food premises : **Late night premises inspected in line with requirements. Targeted work to be undertaken in 20/21.**
  - e) Enhance the level of resource available for Health and Safety investigations: **Additional qualified officer in place. Further work required in 20/21.**
- 3.2. Whilst all objectives have not been achieved fully, the additional officer within the work area did not commence in post until July 19. The volume of inspections achieved and the progress made in regards to sampling is a significant improvement.
- 3.3. In 20/21 the current inspection regime schedules 446 inspections.
- 3.4. The audit follow up was due to commence in quarter 1 of 20/21, however this has been delayed due to the Covid 19 pandemic. This follow up will be completed at the earliest opportunity, however

Members should be encouraged by the above in regards to the progress made within this specific work area.