

## NON KEY DECISION: REPORT TO CABINET MEMBER

DECISION TO BE TAKEN BY: Councillor Dr Moseley  
Cabinet Member for Environment

REPORT AUTHOR: Head of Environmental

REPORT NO. ENV699

DATE: 9<sup>th</sup> July 2018

<b>SUBJECT OF NON KEY DECISION:</b>	<b>Food and Health and Safety Work Plan 2018/19</b>
---	---

<b>CABINET MEMBER REMIT:</b>	Environment	
<b>CRIME AND DISORDER IMPLICATIONS:</b>	No applicable	
<b>FREEDOM OF INFORMATION ACT IMPLICATIONS:</b>	This report is publicly available on the Council's website <a href="http://www.southkesteven.gov.uk">www.southkesteven.gov.uk</a> via your Council and Democracy link	
<b>INITIAL EQUALITY IMPACT ASSESSMENT</b>	<b>Carried out and appended to report?</b>  <b>Not Applicable</b>	<b>Full impact assessment required?</b>  <b>No</b>
<b>BACKGROUND PAPERS:</b>	Report number ENV695 to Environment Overview and Scrutiny Committee, 20 June 2018 <a href="http://moderngov.southkesteven.gov.uk/ieListDocuments.aspx?CId=630&amp;MId=3659&amp;Ver=4">http://moderngov.southkesteven.gov.uk/ieListDocuments.aspx?CId=630&amp;MId=3659&amp;Ver=4</a>	

### (1) PURPOSE OF REPORT

- 1.1 To present the draft Food and Health and Safety Work Plan 2018/19 for approval.

**(2) RECOMMENDATION(S)**

- 2.1 It is recommended that the Work Plan for Food and Health and Safety Enforcement for 2018/19 be approved.

**(3) REASONS FOR RECOMMENDATION(S)  
(including any alternative options considered and rejected)**

- 3.1 The Food Standards Agency (FSA) requires each Local Authority to produce an annual Food Work Plan in accordance with the guidelines set out in the Agency's Framework Agreement on Local Authority Food Law Enforcement. This document dictates the structure and content of the work plan.
- 3.2 The FSA use the information contained in the plan to assess the Council's delivery of the service and compare performance against other authorities. The FSA has powers to take over the management of the food service from local authorities who fail to meet performance standards.
- 3.3 The Work Plan is predominantly produced to satisfy the requirements of the FSA, but also demonstrates how the Council will comply with the Health and Safety Executive (HSE) National Local Authority Enforcement Code and incorporates work undertaken on other associated activities, including infectious disease control and regulation of private water supplies.
- 3.4 The Environment Overview and Scrutiny Committee considered the draft Food and Health and Safety Work Plan 2018/19 at their meeting on 20 June 2018 and recommended to the Cabinet Member for Environment that the Work Plan is approved.

**(4) COMMENTS FROM FINANCIAL SERVICES**

- 4.1 The facilitation and delivery of the attached work plan can be met from budgetary resources allocated in the 2018/19 budget framework. The focus of the delivery will also include cost recovery through the introduction of new discretionary charges where possible in order to embrace the commercial aspects of the new Corporate Strategy.

**(5) COMMENTS FROM LEGAL AND DEMOCRATIC SERVICES**

- 5.1 The Council is required under the FSA Framework Agreement and the HSE National Local Authority Enforcement Code to produce a work plan for food and health and safety enforcement.
- 5.2 Failure to provide and publish this document contravenes Health and Safety Executive and FSA requirements and would result in a breach of duty.

5.3 The work plan is an essential performance management and review document and shows the commitment of the Council to food law and health and safety enforcement as required by legislation.

**(6) APPENDICIES**

6.1 Appendix 1 – Draft Food and Health and Safety Work Plan 2018/19

**(7) OFFICER CONTACT**

Anne-Marie Coulthard  
Head of Environmental  
[a.coulthard@southkesteven.gov.uk](mailto:a.coulthard@southkesteven.gov.uk)  
Tel: 01476 406319

**(8) DATE DECISION EFFECTIVE:**

**If decision taken on 16<sup>th</sup> July 2018 date effective will be 25<sup>th</sup> July 2018.**