

Work Plan for Food and Health and Safety Enforcement 2018/2019



SOUTH
KESTEVEN
DISTRICT
COUNCIL

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1. Introduction

The purpose of the work plan is to set out how the Council delivers official controls and fulfils its duties under food safety, health and safety, public health and drinking water legislation.

It is based on the elements required by the Food Standards Agency Framework Agreement, but covers all areas work undertaken by the Environmental Health, Commercial Team.

1.1 Service aims and objectives

The food and health and safety functions make an important contribution towards making the district a healthy place to live, work and visit.

The work of the service:

- Supports the economy and business growth in South Kesteven
- Protects and enhances the local environment
- Ensures the effective control of risks to the safety, health and wellbeing of our residents
- Ensures a proportionate, risk-based, targeted approach to enforcement while supporting businesses

1.2 Links to corporate objectives and strategies

As detailed in the Council's Corporate Strategy 2018-2025, the core strategic goal is to achieve complete and sustainable financial autonomy by 2025 through commissioning services that are relevant to our community and valued by those who use them.

This work plan supports the ambition to become a modern, agile and commercially competitive Council. Providing additional chargeable services that support food businesses to start up, grow and achieve their potential, while continuing to deliver our core statutory functions in the efficient and effective way.

1.3 Links to other Council functions

The work of the Commercial Team links with other services. Some key areas include:

Development Management and Planning Policy

Economic growth and the success of businesses is vital for our thriving district. Working with new businesses in the early planning stages can help to avoid potential future problems.

Licensing

The Council licences a wide range of premises for late night refreshment (serving hot food and drinks between 11pm and 5am). The Commercial team support this work, checking licenses during inspections and commenting on licence applications.

2. Review of 2017/2018 and estimated work for 2018/2019

2.1 Food

PROGRAMMED WORK		Estimated 2017/18	Actual 2017/18	Estimated 2018/19
Food interventions	High risk (Cat A-C)	165	158	173
	Medium risk (Cat D)	199	204	267
	Low risk (E and outside)	146	147	226
Outstanding interventions	High risk (Cat A-C)	N/A	3	0
	Medium risk (Cat D)	N/A	0	0
	Low risk (E and outside)		5	0
Food and environmental sampling		5	4	5
Export audit visits		6	7	0

NON-PROGRAMMED WORK		Estimated 2017/18	Actual 2017/18	Estimated 2018/19
General	Food interventions	75	125	125
	Revisits	110	90	100
	Advice	40	55	60
	Investigations	60	55	60
	Business advice	125	124	125
	Complaints	150	129	130
	Other requests	215	186	190
	New registration	50	82	85
Food hygiene rating scheme (FHRS)	Enquiries	10	4	10
	Re-score revisits	10	13	10
	Appeal requests	1	1	1
	Right to reply	1	0	1

2.2 Infectious Disease Investigation (ID)

NON-PROGRAMMED WORK	Estimated 2017/18	Actual 2017/18	Estimated 2018/19
Official notification	190	224	200
Unofficial notification	40	34	45
Investigations	50	36	40
Visits	5	0	5

2.3 Health and Safety

PROGRAMMED WORK		Estimated 2017/18	Actual 2017/18	Estimated 2018/19
H&S interventions	High risk premises	1	1	1
	Skin piercing	42	32	20
	Liquefied Petroleum Gas project	1	1	N/A

NON-PROGRAMMED WORK		Estimated 2017/18	Actual 2017/18	Estimated 2018/19
General	H&S inspections	5	3	5
	Revisits	10	12	10
	Advice	5	6	5
	Investigations	35	15	20
	Complaints	25	20	25
	Other requests	55	55	50
	Smoke free	10	3	5
Skin Piercers	Enquiries	70	59	65
	Complaints	5	1	5
	New skin piercing registrations	10	10	20
Accidents	Reported	100	78	80
	Investigated (No visit)	20	4	10
	Investigated (Visit)		14	10

2.4 Private Water Supply Regulation (PWS)

	Estimated 2017/18	Actual 2017/18	Estimated 2018/19
PROGRAMMED WORK			
Risk assessment visits	5	2	41
Sampling visits	20	15	26
NON-PROGRAMMED WORK			
Service requests	35	23	25

2.5 Enforcement during 2017/18

Discipline	Improvement Notice	Voluntary Closure	Prohibition Notice	Simple Caution	Prosecution completed
Food	14	1	0	0	1
H&S	6	0	0	0	0
PWS	1	N/A	0	0	0

2.6 Performance indicators 2017/18

Ref No	PI Description	Target (%)	Achieved (%)
OB09	Food premises that are broadly compliant (rated 3 or above in FHRS)	95	98.5
KOMD15	Planned high risk food safety interventions completed	99	95
KOMD16	Planned medium risk food safety interventions completed	95	100
SK641	Planned low risk food safety interventions completed	75	79.5
SK670	Premises inspected that improved FHRS rating or maintained a 5 rating	70	86.5

2.7 Variations from the 2017/18 Work Plan

Staffing

Following the retirement of an environmental health officer, the full time equivalent (FTE) of the team reduced by 0.4. The FSA's 'Regulating Our Future' programme (expected by 2020) has the potential to introduce far-reaching changes to the food inspection regime. The impact of these changes on work streams is unknown at this stage but it is considered that it is not currently necessary to directly replace this post.

The commercial team leader also retired, there was a two month period when this post was vacant prior to the new team leader taking up the post in August.

The technical support for the team reduced from 1FTE to 0.6 FTE for period of 5 months due to a secondment. During this period it was evident that this was insufficient and the post was subsequently backfilled.

Food Safety

One prosecution was undertaken during 2017/18, a further case was prepared but heard in 2018/19. These are resource intensive both in terms of ensuring the premises are improved and in bringing the cases to court.

Prosecution

A public house with restaurant was successfully prosecuted following a serious mouse infestation which was found during a routine inspection. The business was fined £900 plus £90 surcharge. The Council was awarded £5000 in costs.

Out of date food

During a routine inspection, a small retail outlet was found to be offering for sale high risk food that had gone beyond its use by date. Despite having been served with a formal Hygiene Improvement Notice requiring robust stock rotation processes to be in place the issues continued. Following a customer complaint, further out of date food was found. This case was presented to the magistrate's court in 2018/19.

Voluntary Closure

A village fish and chip shop closed its doors voluntarily after officers found unsatisfactory conditions and poor management of food safety. Officers have since worked with the business owner to bring about improvements.

Health and Safety

Breaches of food safety legislation were identified alongside potential matters of concern relating to compliance with health and safety during a routine food hygiene inspection a hotel. This is still under investigation.

Private Water Supply Regulation

Due to the additional enforcement work undertaken during the year the risk assessment programme for private water supplies fell behind schedule. Water sampling activity continued, ensuring that any issues or imminent risks were identified. Staff resource has been reallocated to ensure that the risk assessment review is progressed during 2018/19 with a view to this being on schedule by year end.

3. Background

3.1 Authority Profile

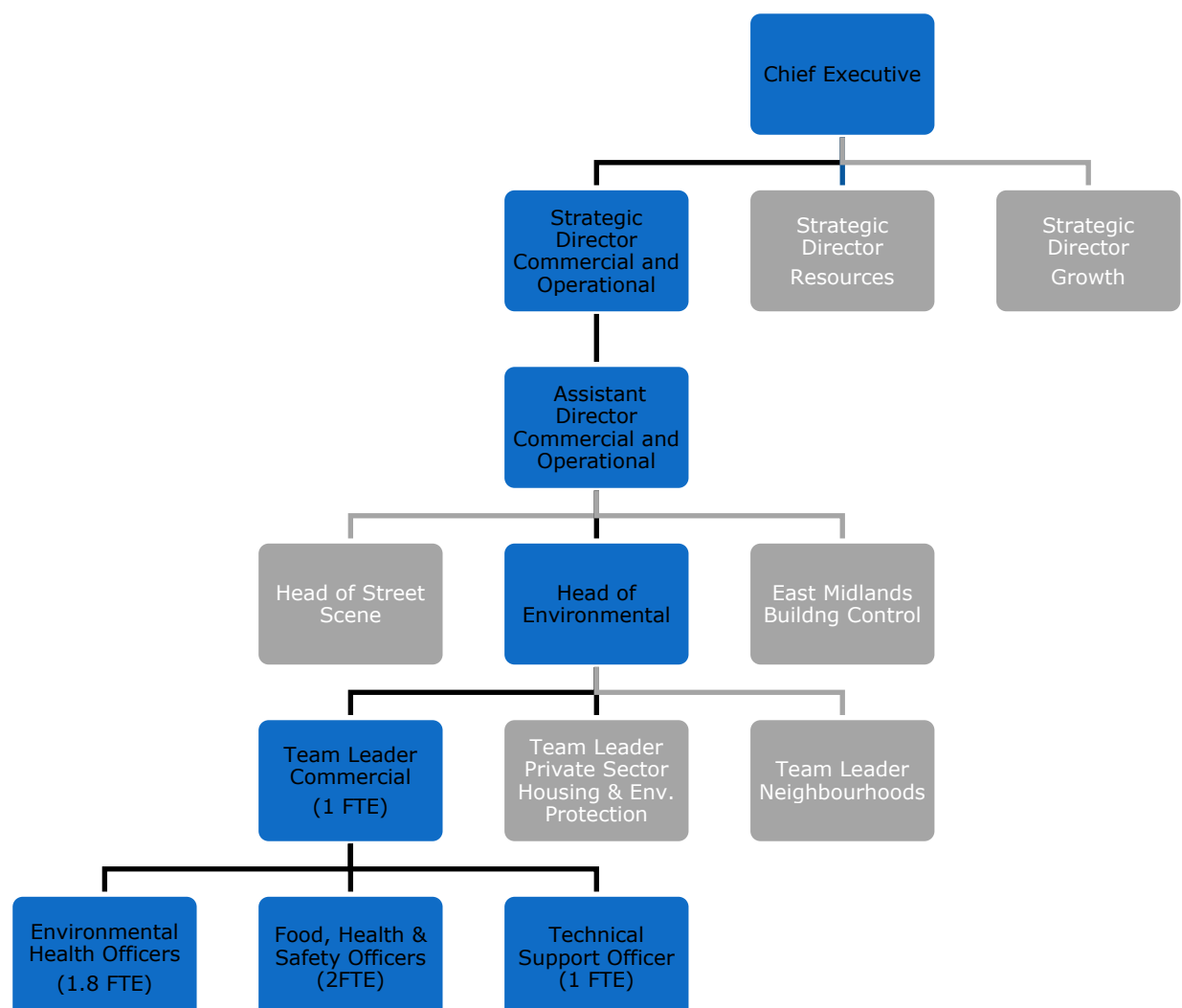
South Kesteven is a mixed urban and rural economy with four main population centres at Grantham, Stamford, Bourne and Market Deeping.

As at the 2011 census the population was 133,788. The overall population size is projected to increase to 151,000 by the year 2021, mainly through a net increase in international and internal migration as well as usual population growth. Approximately 95% of the population is described as white ethnic.

3.2 Organisational Structure

The Council consists of 56 Elected Members with a significant Conservative majority. The Cabinet consists of 9 Members, with 1 Cabinet Member holding the portfolio for Environment, this includes food hygiene and health and safety.

The Environmental Health Service is delivered as part of the Council's Commercial and Operational directorate.



3.3 Scope of the Service

The Commercial Team within Environmental Health Services provides a comprehensive service which includes food safety, health and safety enforcement, infectious disease investigation and the regulation of private water supplies.

Provision is made for external specialist services laboratory services:

Provision	Laboratory
Food Examiner	Public Health England Food, Water and Environmental Microbiology Laboratory, York
Public Analyst	Eurofins, Public Analyst Scientific Services, Wolverhampton
Private water supply testing	ALS Environmental Ltd, Coventry

3.4 Accessing the Service

The Commercial Team is based at the Council Offices in Grantham. Customers may also visit customer services at area offices in Bourne, Stamford and Market Deeping as detailed below.

Office	Opening Times
Grantham Address: St Peters Hill Grantham Lincolnshire NG31 6PZ	Monday, Tuesday and Thursday - 8.45 to 17.15 Wednesday - 8.45 to 16.00 Friday - 8.45 to 16.45
Stamford Address: 1 Maiden Lane Stamford Lincolnshire PE9 2AZ	Monday, Tuesday and Wednesday - 9.00 to 17.00 Thursday - 9.00 to 15.30 Friday - 9.00 to 16.30
Bourne Address: 3 Abbey Road Bourne Lincolnshire PE10 9EF	Monday, Wednesday, Friday - 9.00 to 17.00 Tuesday, Thursday - 9.00 to 18.00 Saturday - 10.00 to 13.00
Market Deeping Address: Deepings Community Centre Douglas Road Market Deeping Peterborough PE6 8PA	Monday to Friday - 9:30 to 14.00

Contact Details	
 Office hours	01476 40 60 80
 Out of hours emergencies	01476 59 00 44
 E-mail	healthy@southkesteven.gov.uk
 Website	www.southkesteven.gov.uk

3.5 Enforcement policy

The Council is committed to the Principles of Good Enforcement and the Regulators' Code. Enforcement will be undertaken in accordance with the Council's Corporate Enforcement and Environmental Services Enforcement Policies. The policy was updated in February 2017 and is published on the Council's website.

4. Service Delivery

4.1 Programmed Work

Food Hygiene

Whilst it is primarily the responsibility of the food business to control risks and identify food hazards, food premises inspections aim to establish whether food is being handled and produced hygienically, assess the effectiveness of controls and identify contraventions. All programmed food safety interventions are undertaken in accordance with the Food Law Code of Practice.

Food premises will be visited during normal trading hours, however, due to the nature of some businesses this may be outside of normal office hours. Prior notice of inspections is not normally given, although exceptions may be made for some premises in order that key personnel may be available.

A range of interventions may be utilised in accordance with the Code of Practice. These can be either official or unofficial controls.

Official controls include:

- Inspections
- Monitoring
- Surveillance
- Verification
- Audits
- Sampling

Unofficial controls include:

- Education
- Advice
- Coaching
- Information and intelligence gathering

The Council participates in the national food hygiene rating scheme in accordance with the FSA Brand Standard and ratings are displayed on the FSA website.

Details of the programmed work for 2018/2019 are detailed in Appendix 1.

Registered food businesses

In accordance with EC Regulation 852/2004 all businesses that handle food must be registered with their local authority. Premises in South Kesteven are categorised as follows:

Food Premises Type	Number	%
Primary producers	23	1.7
Manufacturers and packers	38	2.8
Importers and exporters	4	0.3
Distributors and transporters	44	3.2
Retailers	265	19.5
Restaurants and caterers	984	72.5
Total	1358	

Food hygiene interventions

In accordance with the FSA Food Law Code of Practice, at each intervention, a score is given to each business to determine the frequency of interventions. The intervention rating is based on assessment of a number of elements: type of food and processing; number and type of consumers potentially at risk; current compliance; risk of contamination; confidence in management. Category A businesses pose the highest risk and are inspected more frequently, Category E establishments pose the lowest risk and are subject to alternative interventions. See Appendix 1 for further information.

Businesses within the district are categorised as follows:

Risk Category	Minimum Inspection Frequency	Number	%
A (High risk)	At least every 6 months	1	0.07
B	At least every 12 months	27	1.98
C	At least every 18 months	206	15.17
D	At least every 24 months	471	34.68
E	Programme of alternative Interventions every 3 years	551	40.60
Outside		82	6.03
Not yet rated		20	1.47
Total		1358	

Premises that achieve an average standard are deemed to be “broadly compliant” with food safety requirements. In 2017/18, 98.5% of premises met this standard.

Food hygiene rating scheme (FHRS)

The Food Hygiene Rating Scheme (FHRS) extends to businesses supplying food directly to consumers. This includes restaurants, cafes, retailers and other places where people eat food outside of the home. The overall aim of the scheme is to reduce the incidence of food borne illness and the associated costs of this to the economy. From a local perspective, the scheme helps consumers to make informed choices about places they wish to eat or shop for food, and through this encourages businesses to improve hygiene standards. Ratings are displayed on the Food Standards Agency website.

In South Kesteven, 72% of food businesses are inside the scope of the scheme. The rating depends on the overall level of compliance across three elements; food hygiene procedures, cleanliness and structural compliance and confidence in management. There is currently a high level of compliance in the district, with 85.3% of food businesses reaching the maximum food hygiene rating of 5, achieving full compliance with food hygiene law.

FHRS Rating	Description	Number	%
5	Very good	838	85.3
4	Good	100	10.2
3	Generally satisfactory	31	3.2
2	Improvement necessary	6	0.6
1	Major improvement necessary	5	0.5
0	Urgent improvement necessary	2	0.2
	Total	982	

Approved food premises

Certain food premises involved in the production, handling and storage of products of animal origin must be approved under EC Regulation 853/2004. This legislation requires compliance with more detailed hygiene requirements than for registered premises.

Approved premises within the district are categorised as follows:

Food Premises Type	Number
School caterers	6
Cold stores	5
Poultry manufacturer	1
Mechanically separated meat manufacturer	1
Biltong manufacturer	1
Total	14

Food sampling

Food sampling is an important element of food safety enforcement, providing information about the microbiological safety of food which is available within the district.

Sampling will be undertaken in accordance with relevant guidance and may be taken during a routine inspection, in response to a complaint or as part of a national sampling programme. All officers are expected to undertake a minimum of one sampling exercise per year to maintain competency.

Health and Safety

The Council is responsible for enforcing health and safety in approximately 2300 premises in the following categories:

- Hotels, campsites and short stay accommodation
- Residential care homes (in conjunction with the Care Quality Commission)
- Catering, restaurants and bars
- Leisure and cultural (e.g. cinemas, places of worship)
- Offices
- Retail shops
- Warehouses
- Consumer services (e.g. hairdressers, tattooists)

Inspections are carried out in accordance with the Health and Safety Executive's circular LAC 67/2 (Rev 7) and National Priority Plans. In practice this comprises programmed inspections of the highest risk workplaces alongside targeted projects. This is in addition to risk-based interventions in response to reported accidents, complaints, dangerous occurrences and work-related diseases. Estimated work for 2018/19 is detailed in section 2.3.

Registered skin piercing establishments and piercers

All tattooists, body piercers and semi-permanent make up piercers have previously received an annual, unannounced inspection. However, this is resource intensive and is no longer in accordance with circular LAC 67/2 (Rev 7) and National Priority Plans. Having previously concentrated resource in this area, we are able to demonstrate that this sector is not a cause for concern in terms of compliance with the law.

Skin piercing activities are registered as follows by premises and by individuals:

Premises Type	Number	%
Semi-permanent make-up	20	19.3
Cosmetic piercing	7	6.7
Electrolysis	12	11.5
Acupuncture	30	28.8
Ear piercing	21	20.2
Tattooist	14	13.4
Total skin piercing premises registrations*	104	

*Some premises carry out more than one skin piercing activity

Individual Piercer Type	Number	%
Semi-permanent make-up artist	20	10
Cosmetic piercer	14	7
Electrolysis practitioner	27	13.5
Acupuncturist	49	24.5
Ear piercer	45	22.5
Tattooist	45	22.5
Total	200	

Tattoo hygiene rating scheme

Although tattooists must register as skin piercers, this voluntary scheme was introduced in 2015 to help customers make informed choices about the premises they use for tattooing. Eight out of the fourteen registered tattoo studios have joined the scheme. Ratings are displayed on the Chartered Institute of Environmental Health website.

Rating	Description	Number
4	Good	7
3	Very satisfactory	1
2	Satisfactory	0
1	Needs improvement	0
	Total	8

Private Water Supplies Regulation (PWS)

Private water supplies may come from a variety of sources, including wells, springs, boreholes and streams. Samples of the water are taken and analysed by an accredited laboratory against a range of parameters to determine the wholesomeness. Supplies are risk assessed to determine contributory factors that may affect water safety such as the proximity of farm animals to the supply or type of treatment system.

Supply Type	Number	%
Single domestic	25	50
Multiple domestic	5	10
Commercial	20	40
Total Supplies	50	

In addition to the minimum legal sampling requirements, sampling on request is also undertaken. Charges are made in accordance with the fees in Private Water Supplies (England) Regulations 2016.

4.2 Non programmed work

Revisits

Following an inspection it may be necessary to carry out a re-visit after an appropriate time to check that matters have been attended to or check compliance with any enforcement notices. Reasons for re-visits include:

- The nature of the contravention is deemed so serious that if it was not addressed, formal action would need to be taken
- The number of minor contraventions is excessive and indicative of poor management and/or little confidence in the management addressing the matters

Complaints and service requests

We aim to respond to all complaints and requests for service as soon as possible, but in any case requests will be acknowledged within three working days. Complainants will be advised of the outcome of all complaints.

Anonymous complaints will not usually be investigated unless there is concern about the nature of the complaint and/or premises history.

Business owners/managers will be contacted about complaints relating to their premises and/or practices, usually by an unannounced visit.

Business advice

We acknowledge that most businesses want to comply with the law and the Commercial Team will provide advice and encourage best practice. Free basic advice is provided to assist business in complying with the law.

Starting in 2018, a package of support aimed at both new business start-ups and existing businesses who want improve their food hygiene rating will be introduced alongside the Council's statutory functions. This support will be chargeable on a cost recovery basis. A range of options will be available, including low cost downloadable documents on a range of popular topics relevant to a new business along with a bespoke product including a site visit and a range of set-up documents to help the business get off to a good start. More information is provided in 4.5 below.

Food safety incidents

Food safety alerts notify the public and food authorities of incidents concerning food which does not meet food safety or composition standards. Alerts are received via the FSA alert system into the Commercial Team shared e-mail inbox which is monitored during office hours. Any alert marked "for action" is referred to the Team Leader to determine the most appropriate course of action.

Health and safety incidents

Health and safety accidents and complaints are investigated in accordance with the Incident Selection Criteria Guidance LAC 22/13 (Rev1).

Investigation of outbreaks and infectious diseases

The team work closely with colleagues at Public Health England to identify, control and prevent the spread of infectious diseases.

Notifications of infectious disease are investigated using the East Midlands Public Health England Protection Team's Response to Gastrointestinal and Legionnaires' disease Matrix.

Complaints about suspected food poisoning are investigated in accordance with the infectious disease procedure for multiple cases and outbreaks.

Primary/home/lead authority principle

South Kesteven does not have any Primary, Home or Lead authority arrangements with businesses at this time.

However, as required by the Regulatory Enforcement and Sanctions Act 2008 (as amended) and s.67 and 68 of The Enterprise and Regulatory Reform Act 2013, regard is given to the Primary Authority Principle when carrying out inspections, investigations and enforcement action for food safety and health and safety

Businesses with a Primary Authority partnership are identified on the Environmental Health premises database.

Liaison with Other Organisations

In addition to working with other teams within the Council, officers liaise with a number of other local authorities, agencies and organisations to facilitate consistent enforcement, share good practice and reduce duplication of effort. These include:

- Lincolnshire Environmental Health Managers Group
- Lincolnshire Food Group
- Lincolnshire Health and Safety Group
- Kesteven Safety Advisory Group
- Food Standards Agency (East Midlands, Yorkshire and Humber Region)
- Health and Safety Executive (Nottingham Region)
- Public Health England
 - East Midlands Health Protection Team
 - Food Water and Environmental Laboratories York
 - Public Health Laboratory, Birmingham
- Lincolnshire County Council
 - Trading Standards
 - Fire and Rescue
 - Police
 - Highways and Planning
- Drinking Water Inspectorate

- Anglian Water

Promotional activities

Education and awareness is a key method of encouraging high standards in businesses across the district and informing the public.

We support FSA media campaigns and Food Safety Week promoting messages through press releases, our website, social media and newsletters where resources allow.

We continue to provide information to assist businesses to comply with legislation and ensure the Council's website is maintained with relevant information.

Press releases are issued following successful prosecutions to act as a deterrent to others and inform the public.

4.3 Looking forward 2018/19

Business Advice and Safer Food Better Business

The service is taking a commercial approach, making sure we utilise the expertise and knowledge to help generate income for the Council. Organisations such as the Health and Safety Executive and Trading Standards have been charging for advice to businesses; increasingly, local authorities are also charging for advice. It is intended that during this year we will introduce a range of paid for advice to our businesses starting with food safety and potentially progressing to other areas such as health and safety and management systems for private water supplies.

Businesses will still be able to access free information on the Council's website and basic advice to ensure they comply with the law. Alongside this, those who want to improve will be able to access 'pocket guides' which provide information on a range of topics relevant to food safety management via the Council's website, or receive site visits and bespoke advice about the business premises layout and suitability as well as food safety management advice for a fee on a cost recovery basis. It is intended that these services will be rolled out during summer 2018.

Since 1 April 2018 we have offered printed versions of the FSAs Safer Food Better Business pack for a fee. This document helps food businesses comply with the law and can be freely download this from the Food Standards Agency (FSA) website. However, the length of the pack discourages many businesses from doing so themselves.

Food Hygiene Rating Scheme

The Food Hygiene Rating Scheme introduced several years ago by the FSA allows businesses to apply for a rescore if it has been scored less than 5 and they have made necessary improvements. Previously, the cost of a further inspection has been met by the local authority, however, the FSA has now allowed local authorities to charge for this inspection and from 1st April 2018 a charge has been made for this on a cost recovery basis.

Healthy Eating

The Lincolnshire Joint Health and Wellbeing Strategy identifies tackling obesity as a priority for the Lincolnshire. Alongside other Districts and Lincolnshire County Council Public Health we will consider developing a county-wide scheme to encourage food businesses to promote their healthy eating options, helping customers can make an informed choice about what products they want to buy. This is in its infancy but once the proposed scheme has been determined it will be presented for Member consideration.

Food Standards Agency

Between now and 2020, the FSA plans to implement and deliver a new regulatory model for food through its 'Regulating our Future' programme. The FSA aims to modernise the way food businesses are regulated, creating a system that is modern, risk-based, proportionate, robust and resilient.

It is understood that the programme of transformation is not intended to result in a reduction in local authority funding to deliver this key public protection activity. Rather, the changes will over time lead to a different balance of activities at local authority level.

Although not yet confirmed, it is expected that changes will be needed to accommodate data collection changes such as food business registration and new ways of working. The new regime is intended to come fully into effect from 2020 onwards, but some changes are likely to be introduced later this year. We will keep abreast of these changes by attending meetings arranged by the FSA and seek to implement changes in line with any proposed timetable.

5. Resources

5.1 Financial

The cost of providing the Commercial Service is detailed by area:

Discipline	Actual 2017/2018	Budget 2018/2019
Food safety	211,775	209,994
Health and Safety	110,388	100,453
Water quality	29,010	28,628
Infectious Diseases	36,195	36,994
Total	387,367	376,069

The service is resourced sufficiently to operate in the absence of exceptional events or demands.

5.2 Staffing allocation

The staff allocation for 2018/19 is as follows:

Areas of Work					
	FTE	Food	H&S	Infectious diseases	Drinking water
Team Leader	1	✓	✓	✓	✓
Environmental Health Officers (EHO)	1	✓	✓	✓	✗
	0.8	✓	✓	✓	✓
Technical Officers (TO)	1	✓	✓	✓	✓
	1	✓	✓	✓	✗
Technical Support Officer (TSO)	1	✓	✓	✓	✓

The Lead Officer function required by the Food Law Code of Practice is undertaken by the Commercial Team Leader.

EHOs hold the Bsc or Msc Environmental Health and are Authorised Officers, competent to carry out all levels of official and non-official controls and enforcement for food safety and undertake inspections of all approved food premises.

TOs hold the Higher Certificate in Food Premises Inspection and are Authorised Officers with restrictions relating to premises closure and seizure and detention of foodstuffs.

The TSO acts as a Regulatory Support Officer, supporting the work of the Authorised Officers.

EHOs and TOs are competent to undertake the full range of health and safety enforcement activities and infectious disease investigation and enforcement.

5.3 Staff training and development

All officers are trained to a level commensurate with the work they undertake. They receive an annual Personal Development Review and regular one to one meetings. During this process consideration is given to Continual Professional Development (CPD) requirements for each area of work.

The Food Law Code of Practice requires that local authorities ensure that authorised officers receive relevant structured ongoing training. The minimum requirement is 20 hours CPD per year, of which 10 hours must be on core food matters. Training is provided through a number of methods including; short courses, in house training, cascade training, team meetings and self-learning.

5.4 Quality assessment

The Team Leader undertakes random checks of post inspection risk scores and database entries, and where risk ratings have changed or FHRS scores have increased/decreased dramatically. Officers are accompanied on selected visits and participate in consistency exercises.

A data cleansing exercise is undertaken annually to comply with the Data Protection Act 1988 and the Council's data retention policy as well as the General Data Protection Regulations.

Appendix 1 Programmed food safety intervention work for 2018/2019

Risk category	Intervention frequency (months)	Minimum intervention permitted	OFFICIAL CONTROLS Inspections (High/medium risk)	ALTERNATIVE INTERVENTIONS Enforcement interventions (Low risk)	Comments
A	6	Official controls	1	N/A	High risk premises Many of these businesses will be “broadly noncompliant” and require additional officer time to rectify. May have intrinsic high risks associated with the type of food activity and/or poor compliance
B	12	Official controls	27	N/A	
C	18	Official controls	145	N/A	
D	24	Alternates between official controls and alternative interventions	267		Medium risk premises Premises that prepare, cook or handle open high risk food or manufacture or re-wrap high risk foods will be visited each time. All others receive alternate interventions
E	36	Alternative interventions	100	101	Low risk premises Premises that are low or minimal risk. Selling low risk food or not handling open food. Business with significant changes or subject to complaints will be visited
Outside	36	Alternative interventions	N/A	25	
Not yet rated	Within 28 days of registration	Official controls	16		Initial inspections of new food establishments which should normally take place within 28 days of registration or from aware in operation (as at 31 March 2018)
Outstanding Inspections from 2017/2018		Official controls and/or alternative interventions dependent on business type	3 risk category C 5 risk category E		Outstanding inspections from 2017/18 prioritised for 2018/19

