



**SOUTH
KESTEVEN
DISTRICT
COUNCIL**

Officer Delegated Decision

26 June 2025

Ayeisha Kirkham, Head of Public
Protection

Food & Health and Safety Enforcement Workplan 2025/26

This decision notice sets out the workplan for food and health and safety enforcement for 2025/26.

Contact

Christian Polzin, Environmental Health Manager – Commercial (Public Protection)

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Decision made by:	Ayeisha Kirkham, Head of Public Protection
Decision:	Approve and publish the workplan for food and health and safety enforcement for 2025/26
Public or Exempt:	Public
Reasons for exemption:	n/a
Conflicts of interest:	No
Policy compliant:	Yes
Details of delegation:	The Head of Service has delegated authority to take this decision in accordance with Paragraph 20 (Management of Services) of the Officer Scheme of Delegation in Part 3(c) (Responsibility for Functions) of the Council's Constitution

1. Implications

Taking into consideration implications relating to finance and procurement, legal and governance, risk and mitigation, health and safety, diversity and inclusion, safeguarding, staffing, community safety, mental health and wellbeing and the impact on the Council's declaration of a climate change emergency, the following implications have been identified:

Finance

1.1 Delivery of the workplan can be met from the 2025/2026 budget.

Completed by: *David Scott, Assistant Director of Finance and Deputy s151 Officer*

Legal and Governance

1.2 The council is required under the FSA Framework Agreement and the HSE National Local Authority Enforcement Code to produce a workplan for food and health and safety enforcement. Failure to provide and publish this document contravenes HSE and FSA requirements and would result in a breach of duty. The approval of the workplan appended to this report will satisfy that duty and demonstrates a commitment to the council to food and health and safety enforcement.

Completed by: *James Welbourn, Democratic Services Manager*

2. The Purpose of the Report

2.1 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 workplan.

2.2 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.

2.3 The workplan 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 the regulation of private water supplies.

3. Available Options Considered

- 3.1 The work plan has been produced to satisfy FSA requirements, however, there may be changes to the plan and the work undertaken should a major incident occur such as a pandemic, fatal workplace accident investigation etc.

4. Preferred Option

- 4.1 Approval of the work plan at Appendix 1.

5. Reasons for the Decision(s)

- 5.1 To satisfy the duty held by the Council to produce a work plan for food and health and safety enforcement under the FSA Framework Agreement and HSE National Local Authority Enforcement Code.

6. Appendices

- 6.1 Appendix 1- South Kesteven District Council Work Plan for Food and Health and Safety Enforcement 2025/26

Appendix 2- South Kesteven District Council Work Plan for Food and Health and Safety Enforcement 2025/26 - Overview/infogram document.

Signed by: Ayeisha Kirkham- Head of Service (Public Protection)
