

Cabinet (Resources) Panel 18 June 2019

Report title	Food Service Plan
Decision designation	AMBER
Cabinet member with lead responsibility	Councillor Steve Evans City Environment
Key decision	Yes
In forward plan	Yes
Wards affected	All Wards
Accountable Director	Ross Cook, Service Director for City Environment
Originating service	Business Services
Accountable employee	Emma Caddick Service Lead Tel 01902 554320 Email Emma.caddick@wolverhampton.gov.uk
Report to be/has been considered by	City Environment Leadership Team 7 May 2019

Recommendations for decision:

The Cabinet (Resources) Panel is recommended to:

1. Approve the draft 2019 Food Service Plan as summarised in Appendix 1.
2. Delegate authority to the Cabinet Member for City Environment in consultation with the Head of Business Services to approve the final version of the Food Service Plan.

Recommendations for noting:

The Cabinet (Resources) Panel is asked to note:

1. The requirement to prepare a Food Service Plan.
2. The Service's key achievements in 2018.

1.0 Purpose

- 1.1 To inform Cabinet (Resources) Panel of the legal requirement to produce a Food Service Plan.
- 1.2 To present, for consideration and approval, the draft Food Service Plan for 2019.
- 1.3 To obtain authority for the Cabinet Member for City Environment in consultation with the Head of Business Services, to approve the final version of the plan.

2.0 Background

- 2.1 Service delivery plans are recognised by central government as important expressions of a local authority's commitment to the development of their various services. They serve as a quality framework against which a service may be audited and provide a focus on resourcing and delivering aims and objectives. They also establish mechanisms for managing performance.
- 2.2 In January 2001 the Food Standards Agency produced the Framework Agreement on Local Authority Food Law Enforcement. It included the requirement to prepare a Food Service Plan and prescribed in detail which areas of the service should be covered by the plan. This is the eighteenth City of Wolverhampton Council Food Service Plan.
- 2.3 The Food Service Plan provides a framework upon which a scrutinising body, such as the Food Standards Agency (FSA) can conduct an official audit. It also sets out, within an overall commitment to quality and continual improvement, the general aims and objectives of the service, the scope and levels of the service and the means by which it is delivered. To this end, it also contains a breakdown of the financial and staffing resources available to deliver the service.
- 2.4 The main elements of the plan are summarised in appendix 1. A full copy of the draft Food Service Plan 2019 can be found in Appendix 2. A copy will be placed on the intranet when final approval is confirmed.
- 2.5 The plan describes how the service is discharged and details the numbers, types and priority ratings of the City's food premises, the frequencies of planned interventions, sampling programmes, health promotion activities, reactive work, including responding to food complaints, food hazard warnings and investigating cases of infectious disease.

3.0 Key Achievements in 2018

- 3.1 Along with undertaking other key areas of work in the Environmental Health and Trading Standards Service the food team achieved a significant amount in 2018:
 - A Primary Authority Partnership has been set up with Marston's PLC
 - Trade with Confidence a Consultancy Service offering businesses support with Food Hygiene and Standards Issues has been set up and launched.

- The Food Standards Agency Action Plan has been Signed off with all overdue premises receiving an inspection or intervention.
- 971 food hygiene interventions and 751 food standards interventions undertaken at food businesses within the City.
- 606 complaints dealt with relating to food hygiene and standards
- 155 infectious disease enquiries have been investigated
- A charge for food hygiene rating rescoring has been successfully introduced
- The content for the website has been reviewed and improved ensuring that business are able to have all of the information they require at their fingertips

4.0 Progress, options, discussion, etc.

- 4.1 The Food Service Plan is a Statutory Document and is required to be produced annually.
- 4.2 The overall resource provision required to deliver the requirements of the plan fall within the City Environment Portfolio. For this reason, the Cabinet Member for City Environment is the signatory of the approved plan.
- 4.3 The Service is committed to working towards the inspection and intervention regime prescribed by the Food Standards Agency and aims to fulfil 100% of the inspection programme for 2019. Whilst it is envisaged that the Service will meet the requirements of the programme the focus will continue to be on the higher risk businesses detailed in the programme.

5.0 Evaluation of alternative options

- 5.1 Option 1 not produce the statutory service plan, which would be in breach of the requirement set out in the Framework Agreement on Local Authority Food Law Enforcement. The work undertaken by the Service would not be endorsed by members and would be in breach of the requirement set by the Food Standards Agency.
- 5.2 Option 2 produce the statutory service plan, which is set out in the Framework Agreement on Local Authority Food Law Enforcement. The work of the Service would be endorsed by members and we would not be in breach of the requirement set out by the Food Standards Agency.

6.0 Reasons for decisions

- 6.1 The Food Service Plan is a Statutory document and is required to be produced annually. The plan sets out the priorities for the Service and is available for members of the public to view so that they are aware of what the authority is doing to help ensure that the food they eat is safe.

7.0 Financial implications

- 7.1 There is an approved 2019-20 revenue budget of £2.5 million for Environmental Health and Trading Standards, which includes a budget of £390,000 for Food and Consumer Safety.
- 7.2 It should be recognised that a wide range of other non-food related services are delivered within the wider Environmental Health and Trading Standards budget which include health and safety, investigation and control of infectious disease, environmental protection, trading standards, licensing regulation, street scene and highways enforcement.
[MK/26042019/N]

8.0 Legal implications

- 8.1 Powers to enable the Food Standards Agency to monitor and audit local authorities' enforcement action are contained in the Food Standards Act 1999. This was the statutory basis for the development of the Framework Agreement that was initially established in 2001 and which has been subsequently amended. The requirement for local authorities to develop and maintain annual Food Service Plans is an important part of the process to ensure national priorities and standards are addressed and delivered locally.
[RP/30042019/A]

9.0 Equalities implications

- 9.1 Implementation of the Food Service Plan will have no adverse equality implications as the same levels of advice and support are provided to all food business proprietors from all sections of the community.
- 9.2 Certain sectors of the food trade are predominantly owned by one or other ethnic groups. In order to ensure a consistent and proportionate approach, all decisions are based solely on considerations of risk, public safety, evidence and public interest. All enforcement policies reflect this approach.

10.0 Environmental implications

- 10.1 The report may have some indirect environmental implications in so far as it affects the working and commercial environment in Wolverhampton.

11.0 Human resources implications

- 11.1 There are no direct human resources implications arising from this report.

12.0 Corporate landlord implications

- 12.1 A number of food businesses operate from Council assets/properties. In some of these cases the Council will have duty holder responsibilities in ensuring the structure and facilities provided are compliant with food safety legislation. In these cases, the service is advised of its responsibilities by the visiting officer.

13.0 Health and Wellbeing Implications

- 13.1 Implementation of the Food Service Plan and the subsequent inspection of food businesses within the City helps to ensure that food businesses comply with the law and produce food which is safe to eat. All of the work undertaken by the Service is aimed at securing the health and wellbeing of residents and visitors to the City.

14.0 Schedule of background papers

- 14.1 Food Service Plan 2018

15.0 Appendices

- 15.1 Appendix 1 – Summary: Food Service Plan
15.2 Appendix 2 – Food Service Plan