

# Licensing and Regulatory Committee



Forest Heath  
District Council

<b>Title of Report:</b>	<b>West Suffolk Food Safety Services Plan 2017/2018</b>	
<b>Report No:</b>	<b>LIC/FH/17/005</b>	
<b>Report to and date/s:</b>	Licensing and Regulatory Committee	19 June 2017
<b>Portfolio holder:</b>	Councillor Lance Stanbury Portfolio Holder for Planning and Growth <b>Tel:</b> 07970 947704 <b>Email:</b> <a href="mailto:lance.stanbury@forest-heath.gov.uk">lance.stanbury@forest-heath.gov.uk</a>	
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<b>Purpose of report:</b>	To consider and support the delivery of a West Suffolk Food Safety Service Plan for West Suffolk required under the Food Law Code of Practice 2017.	
<b>Recommendation:</b>	<b>The Committee is requested to note the contents of the report and support the delivery of the Food Safety Service Plan.</b>	
<b>Key Decision:</b>	<i>Is this a Key Decision and, if so, under which definition?</i> No, it is not a Key Decision - <input checked="" type="checkbox"/>	

<b>Consultation:</b>		<ul style="list-style-type: none"> <li>The Code of Practice does not require regulatory authorities to consult on plans required under the Food Law Code of Practice.</li> <li>Informal consultation was undertaken with neighbouring regulatory authorities to ensure consistency of approach</li> <li>Open-ended dialogue with stakeholders is being undertaken as part of service delivery with a specific focus on the Food Safety Service Plan</li> </ul>	
<b>Alternative option(s):</b>		<ul style="list-style-type: none"> <li>Not adopt the Plan – This would leave the West Suffolk councils open to regulatory challenge by the Food Standards Agency.</li> </ul>	
<b>Implications:</b>			
Are there any <b>financial</b> implications? If yes, please give details		Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	
Are there any <b>staffing</b> implications? If yes, please give details		Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	
Are there any <b>ICT</b> implications? If yes, please give details		Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	
Are there any <b>legal and/or policy</b> implications? If yes, please give details		Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> <ul style="list-style-type: none"> <li>It is a requirement of the Food Law Code of Practice (April 2017) that regulatory authorities prepare, adopt and review a Food Safety Service Plan for their area.</li> </ul>	
Are there any <b>equality</b> implications? If yes, please give details		Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> <ul style="list-style-type: none"> <li>No actions identified</li> </ul>	
<b>Risk/opportunity assessment:</b>		<i>(potential hazards or opportunities affecting corporate, service or project objectives)</i>	
Risk area	Inherent level of risk (before controls)	Controls	Residual risk (after controls)
Statutory Responsibilities	Medium	Delivering the statutory responsibilities will help reduce the inherent level of risk of challenge by stakeholders.	Low
Reputational	Medium	The Council's work will help achieve a credible pathway to protecting human health and improving food hygiene standards.	Low
Financial	Low	The service is delivered within the 2017-18 council budget provision.	Low

Community	Medium	Delivering a Food Hygiene service in accordance with the Food Safety Service Plan will help to protect public health	Low
<b>Ward(s) affected:</b>		All	
<b>Background papers:</b> <i>(all background papers are to be published on the website and a link included)</i>		FSA Framework Agreement on Local Authority Food Law Enforcement; Food Standards Agency Food Law Code of Practice: <a href="http://www.food.gov.uk/multimedia/pdfs/enforcement/frameworkagreementno5.pdf">http://www.food.gov.uk/multimedia/pdfs/enforcement/frameworkagreementno5.pdf</a>	
<b>Documents attached:</b>		Appendix A – Food Safety Service Plan 2017-18	

## 1. Key issues and reasons for recommendation(s)

- 1.1 Through its Food Law Code of Practice (March 2017), the Food Standards Agency requires each regulatory authority to prepare, adopt and regularly review a food safety service plan (Appendix 1). This report presents a West Suffolk Food Safety Service Plan covering both the regulatory and support work undertaken by the Environmental Health Service to protect the public health in Forest Heath and St Edmundsbury in respect of the food chain, whether they work in food business or are a food consumer.
- 1.2 The Code does not prescribe a format for the plan; however, local authorities have adopted a standard template on which this plan is based. The plan includes elements of review of the year just ended as well as setting out the work for the coming year.

## 2. Stakeholder consultation

- 2.1 The Code does not require local authorities, nor have your officers identified it as common practice in other local authority areas, to consult with stakeholders on their plan prior to adoption by the respective Council. Your officers feel it important, however, that the Council continues to build on its ongoing dialogue with both local food businesses and their customers to ensure that we meet their needs, improve the understanding of the various roles of stakeholders in food safety and also to help improve our services. To do this, your officers will put in place a food safety communications plan.
- 2.2 Given that the plan is an operational document, it will undergo regular review and change in future years. Your officers, therefore, will continue to maintain and enhance dialogue with stakeholders which will help inform any revision to the plan as well as helping to improve the services that the Council delivers.

### **3. Additional information**

- 3.1 The work of the Commercial Environmental Health team, as the designated Food Safety service, contributes to the following corporate priorities:

*Priority 1: Increased opportunities for economic growth*

The plan ensures that the council's regulatory approach is fair and transparent with regard to regulated businesses in West Suffolk. Further, it actively encourages and supports good businesses to grow by regulating in a proportionate manner and rewarding good practice through such initiatives at Eat Out Eat Well.

*Priority 2: Resilient families and communities that are healthy and active*

The work of the Service as set out in the plan is undertaken to protect the health of the public by ensuring effective regulation of the food chain to the benefit of consumers.

- 3.2 The proposed plans are in line with the 2017/18 budget identified for this Council function.
- 3.3 The service plan has been drafted in accordance with the Food Standards Agency framework agreement and the Regulator's Code<sup>1</sup> and fulfils local authority obligations under guidance issued by the FSA.

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<sup>1</sup> [https://www.food.gov.uk/sites/default/files/food\\_law\\_code\\_of\\_practice\\_2017.pdf](https://www.food.gov.uk/sites/default/files/food_law_code_of_practice_2017.pdf)

[https://www.gov.uk/government/uploads/system/uploads/attachment\\_data/file/300126/14-705-regulators-code.pdf](https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/300126/14-705-regulators-code.pdf)