



**Central  
Bedfordshire  
Council**

# Food & Feed Enforcement Plan 2018/19



Food Team

Public Protection

April 2018

[tim.argent@centralbedfordshire.gov.uk](mailto:tim.argent@centralbedfordshire.gov.uk)

## Foreword:

Central Bedfordshire Council has a clear and influential role in safeguarding consumers and supporting our businesses.

Part of what we've done to achieve this is to fully embrace the two national strategies which are published by the Food Standards Agency (FSA):

- National Control Plan for the United Kingdom
- Framework Agreement on Local Authority Food and Feed Law Enforcement

Using these strategies helps us to ensure that the strict requirements of European Community law on feed, food, animal health & welfare and on plant health are implemented in the UK.

They also help us put in place effective systems (official control systems) for monitoring compliance and for enforcing the various rules.

This annually published plan provides a clear statement of enforcement policy and practice as well as detailing the Council's aims and objectives for the enforcement and improvement of food and feed safety. It also sets out arrangements for ensuring consistent good practice, and for benchmarking performance against other local authorities.

### Better Regulation

At Central Bedfordshire Council we are fully committed to ensuring that our approach to the wide range of regulations is fair and effective for everyone.

Regulation is needed to protect consumers, but we're mindful to avoid unnecessary burdens on business, that's why we aim to strike the right balance.

We believe we get that balance right., this is supported by our customer satisfaction results We do this by being a transparent and accountable regulator with a clear focus on supporting those businesses who need it but not shying away from taking action against those that warrant it. This is fully in line with the Government's statutory code of practice for regulators (the Regulators' Code).

**Cllr Brian Spurr**

**Executive Member for Sustainable Communities – Services**



## Table of Contents

Foreword: .....	1
1. Service Aims & Objectives.....	4
1.2 Cross - linkages with other Corporate Plans and Policies	4
2. BACKGROUND .....	5
2.1 Profile of Central Bedfordshire: .....	5
2.2 Organisational structure .....	5
2.3 Scope of Food and Feed Law Enforcement.	6
2.4 Demands on the Feed and Food Service.....	7
2.4.1 Access to services.....	10
2.5 Enforcement Policy .....	11
3.0 SERVICE DELIVERY .....	11
3.1 Food and Feed Premises Interventions.....	11
3.1.1 Food Hygiene Rating System.....	12
3.2 Food and feed service requests .....	12
3.3 Primary Authority Scheme and Home Authority Principle	13
3.4 Advice to businesses and food and feed safety and standards promotion	13
3.5 Food and feed sampling .....	14
3.6 Control and Investigation of Outbreaks and Food Related Infectious Disease	15
3.7 Food and Feed Safety Incidents and food and feed alerts	15
3.8 Liaison with other organisations .....	15
4 RESOURCES.....	16
4.1 Staffing Allocation .....	16
4.2 Staff development plan.....	16
5.0 QUALITY ASSESSMENT .....	17
6.0 REVIEW .....	17
6.1 Review against the Service Plan.....	17

6.2	Variation from the Service Plan. ....	17
6.3	Areas for Improvement. ....	17
7.0	Review of 2014/15 .....	18
7.1	Business support .....	19
7.2	Enforcement action .....	20
8.0	Table of reference: .....	22

## 1. Service Aims & Objectives

The food team sits within Public Protection which is in the Community Services Directorate. The Service actively seeks to improve the quality of life of all in Central Bedfordshire and enhance the unique character of our communities and our environment.

The overall objective of the food team is to provide a comprehensive food safety service to benefit consumers and the business community, with a considered balanced approach to enforcement, investigation, advice, support and education.

We aim to contribute, in conjunction with other agencies, to the development of a safe, fair and equitable trading environment for all consumers & businesses that we regulate.



### 1.2 Cross - linkages with other Corporate Plans and Policies

This plan is designed to ensure it supports the Council's vision to make Central Bedfordshire 'a great place to live and work', helping to improve the quality of life and the social, economic and environmental well-being of local people.

The Council's priorities for the area and communities over the next five years are:

- Enhancing Central Bedfordshire
- Great Resident Services
- Improving Education and Skills
- Protecting the Vulnerable; Improving Wellbeing
- Creating Stronger Communities
- A More Efficient and Responsive Council

**We deliver these outcomes by working to our values.**

Our values describe the type of organisation we want to be and the principles that will guide us in achieving our vision and priorities. These set out the way we will work and interact with our customers, members and each other.

Our values are:

- **respect and empowerment** – we will treat people as individuals who matter to us
- **stewardship and efficiency** – we will make the best use of the resources available to us
- **results focused** – we will focus on delivering the outcomes that make a tangible difference to people's lives; and
- **collaboration** – we will work closely with our colleagues, partners and customers to deliver on these outcomes.

There are 2268 food businesses in the area and our service helps the changing local food economy to remain vibrant and enables the Council to provide practical support to businesses in the current economic climate. The work of the service helps to support enterprise, maintain public confidence in the standards of our local food industry and help businesses comply with food legislation consistently thereby enabling fair competition and allowing well managed food businesses to flourish and contribute to a strong local economy.

Examples of how our work in this plan has cross-linkages with these priorities include:

1. The Council is the enforcing body for food safety and standards in care homes, luncheon clubs etc. where Council interventions safeguard the health of elderly clients.
2. The Council, as part of its inspection programme, educates and where necessary, takes enforcement action, to secure food safety in all the schools across Central Bedfordshire as well as other child care settings.
3. Public Protection offers a wide and diverse range of affordable business training courses and bespoke support packages to help businesses prosper.
4. Public Protection runs several business support initiatives (such as the '0-2 star Accelerated improvement scheme' The 'Business Improvement Program' and our new business consultancy arm) encouraging and enabling business growth and prosperity
5. Accredited training courses for individuals and bespoke in-house training packages for businesses provided which improves workforce skills and learning

## **2. BACKGROUND**

### **2.1 Profile of Central Bedfordshire:**

Central Bedfordshire lies in the heart of the country, covering some 716 square kilometres from Leighton Linlade and Dunstable in the west to Sandy and Arlesey in the east, with a population of 260,000 (2012) and is the 17<sup>th</sup> largest unitary authority in England by population. The area is diverse with picturesque villages and towns as well as numerous industrial and commercial estates and is classified as predominantly rural. Retail is the most common employment sector for people working in Central Bedfordshire followed by education and manufacturing. The district is traversed by a number of major trunk roads including the M1, A1 and A6. It is one of the most rapidly growing areas in England and is planning for substantial additional development as part of the Milton Keynes and South Midlands growth areas.

### **2.2 Organisational structure**

The food and feed law enforcement function is part of the Public Protection service, which also deals with Emergency Planning, Occupational Health and Safety, Animal Health and Welfare, Pollution Reduction, Licensing, and Trading Standards. It operates under the direction of the

Head of Public Protection and Transport, Susan Childerhouse, who is directly accountable to the Director of Community Services, Marcel Coiffait.

The Constitution and Committee Structure of the unitary authority were adopted by the Central Bedfordshire Shadow Council on 26 February 2009. Further details of the Council's constitution and committee structure can be found at:

<http://www.centralbedfordshire.gov.uk/council/councillors/overview.aspx>

The Executive consists of the Leader of the Council together with other councillors including a Deputy Leader. Members of the Executive are appointed by the Leader. The Executive is responsible for making most operational decisions. However the Council is responsible for approving or adopting the Policy Framework and the budget.

### 2.3 Scope of Food and Feed Law Enforcement

The work and expertise of the food team covers a wide array of areas. A brief outline of these includes: -

- Inspecting food premises (Food Hygiene & Food Standards): - (giving business advice and taking enforcement action where necessary)
- The investigation of food safety complaints;
- The investigation of food fraud complaints, using intelligence led, proactive investigations
- Food poisoning investigations where linked to a premise in our area.
- Registration & approval of food businesses
- Sampling, analysis and risk assessment approval of Private Water Supplies
- Investigating infectious disease notifications;
- Microbiological food sampling;
- Food safety training;
- Responding to requests for advice;
- Initiatives relating to working with the community and businesses;
- Taking appropriate steps to publicise and act upon national food alerts;
- Publicising the food hygiene standards of local businesses on the FHRS website.

The Food Team also has responsibility for enforcing all the relevant legislation in respect of imported product of animal origin and non-animal origin. The team deals with microbiological issues as well as compositional standards and contaminants which includes mycotoxins and chemicals

The Trading Standards Team within Public Protection carries out the services Feed Hygiene and Standards work. This work includes:

- Feed Safety Enforcement.

- Feed standards (composition and labelling) enforcement.
- Imported feed inspection.
- Feed Hygiene Inspections.
- Registration and approval of feed businesses.
- Feed sampling and analysis.
- Feed Safety Incidents.

## 2.4 Demands on the Feed and Food Service

### Food hygiene

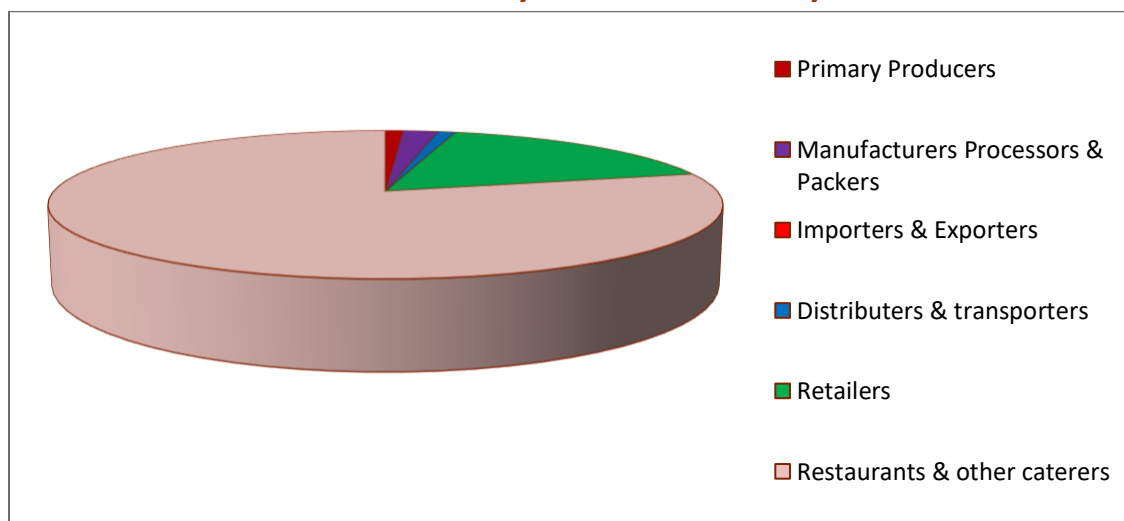
There are 2255 food premises that are registered in Central Bedfordshire and subject to programmed food hygiene interventions. These premises are split between different risk categories (as defined by the Food Law Code of Practice Annex 5) and for 2018-19 this is shown in Table 1 below.

The area has a high turnover of food businesses as a result of new business start-ups and changes in ownership. This can significantly increase the inspection workload of the team during the course, as seen in 2016/17 360 food registrations were received making it difficult to predict and quantify accurately.

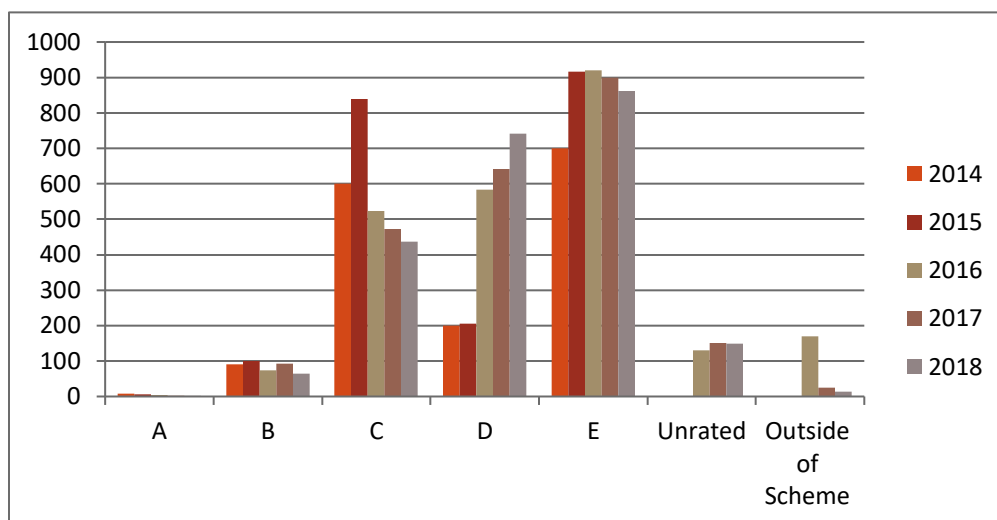
**Table 1 Number of food businesses (food hygiene)**

Risk rating	A	B	C	D	E	Unrated	Total
Number of premises	1	65	436	742	862	149	2255

### Breakdown of these businesses by their main activity:



## Trends of food hygiene businesses by risk:



## Food standards

Currently a total of 1734 premises are subject to food standards (composition and labelling) interventions. The risk profile at 1<sup>st</sup> April 2017 is shown in Table 2 below.

**Table 2 Number of food businesses (food standards)**

Risk rating	A	B	C	Unrated/Outside of scheme	Total
Number of premises	7	1048	711	150	1916

## Feed hygiene

At present, there are 165 feed businesses registered or approved, which are subject to feed hygiene and standards (composition and labelling) interventions. The risk profile at 1<sup>st</sup> April 2017 is shown in Table 3 below.

**Table 3 Number of feed businesses Not too sure about these – Steve may be better placed to help**

Risk rating	A	B	C	D	E	Unrated	Total
Number of premises	0	2	1	9	121	35	168

### Private Water Supplies:

The Private Water Supply Regulations 2016 require us to risk assess the supplies in our area (except a supply to a single dwelling where the water is not used as part of a commercial or public activity, unless requested to do so by the owner or occupier) and undertake sampling at a frequency that reflects that risk.

The food team currently monitors 27 private water supplies; of these there are 12 larger commercial or public supplies, which have an increased 'public health' significance. The majority of these premises were risk assessed in 2016 and these will be repeated as the regulations require assessments every 5 years or whenever there is any significant change in circumstances in respect of the supply system (such as the deterioration of raw water quality, installation of new treatment process etc.).

In 2016/17 a further 2 new private water supply sources were identified and risk assessments were carried out and sampling plans put in place. This plan determines the sampling frequency and the parameters screened for.

To determine what is sampled at each visit the particular risk factors associated with a site and the surrounding geology is taken into account. In addition, the Regulations lay down set parameters identified as regular 'check monitoring', and the more extensive 'audit monitoring', carried out on a less frequent basis.

For 2017/2018 a total of 25 site visits were undertaken. Individual samples were taken (this includes resamples where failures occurred and in some cases where investigations had to be carried out to establish the cause of the failure). (More than one sample taken for each sample action code)

## Intervention rating scheme

The Service becomes aware of new food and feed businesses by:

- receiving food and feed premises registration forms (businesses are required by law to register with local councils);
- general surveillance of the area by officers;
- advertisements seen in the local press;
- information from existing businesses and the public on changes in ownership, usage etc.;
- other proactive measures, in recognition that a business may not be aware of the requirements placed upon it.

New businesses are flagged for an initial intervention following which they will be risk-rated in accordance with Annex 5 of the Food Law Code of Practice or Feed Law Code of Practice. Until such time the business remains unrated.

### 2.4.1 Access to services

As part of the drive for continued improvement and dialogue with businesses, all establishments are requested to complete feedback questionnaires following inspections. Questions such as:

How satisfied or dissatisfied were you with the service provided by Central Bedfordshire Council's Public Protection team?

How useful did you find the advice provided by Central Bedfordshire Council's Public Protection team?

How easy or difficult was it for your business to respond to what we asked you to do?

Please state one particular aspect of our service which you felt was helpful to your business

Please give an example of how we could improve our service to better support your business

As a result of your contact with Central Bedfordshire Council's Public Protection team, do you believe your business:

Is more likely to grow and succeed

Is neither more likely or less likely to grow and succeed

Is less likely to grow and succeed

Are used to help us to continually develop how we do what we do to best serve our businesses.

## 2.5 Enforcement Policy

The Public Protection service is bound by the Corporate Enforcement Policy as well as its own Public Protection Enforcement Policy. It also operates in accordance with the Food Safety and Health and Safety Enforcement Policies. All of these policies comply with the principles of the Regulators' Code. Further details can be found at the following link:

<http://www.centralbedfordshire.gov.uk/council/committees-meetings-agendas/landing.aspx>

## 3.0 SERVICE DELIVERY

### 3.1 Food and Feed Premises Interventions

We take a common-sense approach to our inspection activity. We focus on higher risk & poorly performing premises as a priority. The inspections we undertake ensure high standards and where the standards are not met action will be taken to fix the issue in the form of detailed advice and support or enforcement action. All inspections are undertaken in accordance with the Food and Feed Law Codes of Practice and other recognised best practice guidance.

We determine the risk by using the national risk rating schemes identified in the Food and Feed Law Codes of Practice (Annex 5).

All officers undertaking inspections, investigating complaints, giving advice and taking samples meet the qualification and experience requirements which are detailed by the Food and Feed Law Codes of Practice (Chapter 1.2).

**Table 4: Food hygiene interventions due 2018 – 2019**

Risk rating	A	B	C	D	E	Total
Number of Interventions	2	61	251	396	281	991

**Table 5: Food standards interventions due 2017 – 2018**

Risk rating	A	B	C	Total
Number of Interventions	3	317	26	346

**Table 6: Feed hygiene interventions due 2017 – 2018**

Risk rating	A	B	C	D	E	Total
Number of Interventions	0	0	0	2	20 (*)	22

(\*) A proportion of these are livestock farms registered for the purposes of Feed Hygiene legislation, therefore targeted inspections will be carried out in combination with an animal health and welfare routine inspection.

The FSA has also highlighted the possibility that the EU will consult in the near future about introducing the capability for food authorities to charge businesses for advice and inspection services. There is likely to be an exemption for micro-businesses but this is a route which will be actively explored by the service particularly in the context of business advice (see Section 3.4 below).

### 3.1.1 Food Hygiene Rating System

During 2017-2018 the service has further developed its participation in the FSA's national Food Hygiene Rating Scheme (FHRS) which enables consumers to see how food businesses are performing in complying with hygiene requirements.

In the period April 2017 to March 2018 **86%** of our businesses either maintained their score rating or improved. This has been enhanced by the introduction of the 'Accelerated Improvement Program' and the Business Improvement Programs

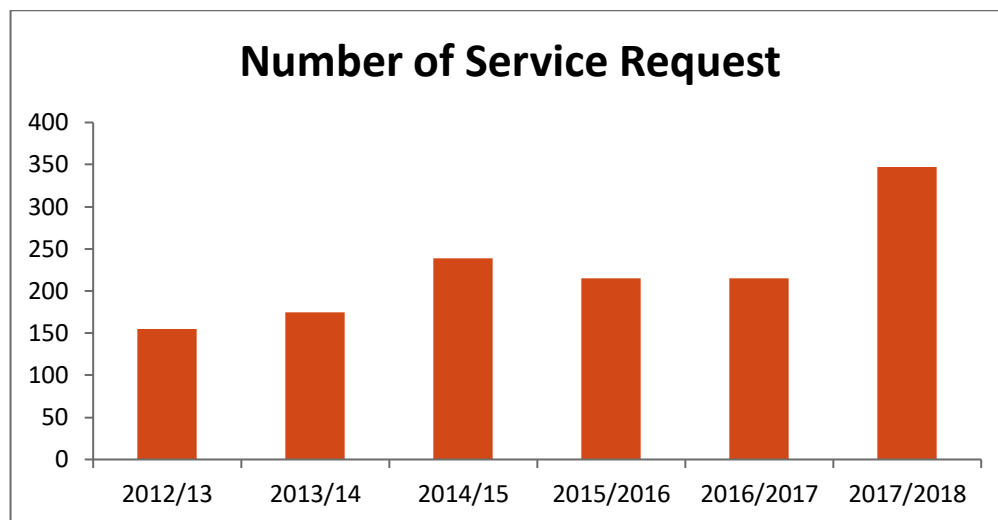
## 3.2 Food and feed service requests

Food and feed related service requests investigated by the service fall into one of the following broad categories:

- Food and feed (contamination, composition, labelling)
- Complaints about food businesses (hygiene, pests, etc.)
- Food and Feed Alerts (issued by the FSA)
- Health and safety concerns in food premises
- Refuse/general public health/drainage
- Home Authority or Primary Authority enquiries from businesses or other local authorities (see section 3.3 below)

- Requests for general advice from start up businesses and labelling advice from existing businesses

A total of **347** service requests were received in 2017-18 in respect of food or feed premises. All complaints are assessed and where appropriate investigated further. A response time of 3 days is set.



### 3.3 Primary Authority Scheme and Home Authority Principle

The authority fully endorses and supports the Primary Authority schemes advocated by Regulatory Delivery. Currently, there are active Primary Authority Partnerships with Moto Hospitality, Whitbread Group Plc (including Costa Coffee), Bodybuilding UK Ltd, Natures Plus Ltd, Connells Estate Agents and Hy-Pro Ltd respectively. As a local authority acting as a Primary Authority in partnership with a business, we provide a much higher level of advice and support, offer a system for the resolution of disputes and ensure that there is effective liaison between local authorities nationally which helps business to have confidence in their growth plans.

### 3.4 Advice to businesses and food and feed safety and standards promotion

In line with the principles of the Regulators' Code and the objectives of the Council's Business Investment and Marketing team, Public Protection is committed to working with and supporting businesses, in particular small and medium enterprises. This is achieved through detailed advice given during the course of inspections and other visits; delivery of targeted training approaches; provision of advisory leaflets and guidance notes, including those in other languages, where required; response to business requests for advice and assistance; guidance published on the Council's website.

We are encouraging businesses to use web based resources to help answer initial enquiries they may have. We also have a dynamic business training programme consisting of nationally accredited training through to bespoke and topic based courses designed and delivered by our highly experienced staff who are qualified to deliver training.

### Training Courses Provided:

Key training courses provided by the Food Team 2018/19.



#### Planned Activities for 2018/19:

- *Development of our Business Consultancy program offering bespoke consultation services to help local businesses thrive.*
- *Further develop the Central Bedfordshire Healthy Eating Award as part of the CBC Excess Weight Strategy*
- *Participate in any relevant feed-related regional enforcement activities.*
- *Expand the range of advice materials available to food businesses via the Central Bedfordshire website.*
- *Use of the Central Bedfordshire Council Update service to inform smaller FBOs of changes to food*

Full course details can be obtained from

<http://www.centralbedfordshire.gov.uk/local-business/food-hygiene-and-safety/food-hygiene-training.aspx>

### 3.5 Food and feed sampling

Sampling plays a key role as a food safety intervention strategy informing emerging problems and as a food safety tool in its own right. The FSA frequently emphasises the importance of intelligence associated with sampling and periodically makes funds available to assist in sampling programmes in the form of grants. The service targets its food sampling programme on the basis of risk and results are shared via the United Kingdom Food Surveillance System (UKFSS) online food sampling database which enables targeted risk-based sampling to be undertaken on the basis of reviews of previous surveys and their results.

Any sampling will be undertaken in accordance with the relevant legislation and in particular the Food Law Code of Practice, Chapter 6.1 and Feed Law Code of Practice, Chapter 5.1.

We produce and work towards an annual sampling programme which is flexible by nature due to our participation in relevant sampling initiatives which are devised and co-

ordinated by local and national partners including EETSA, HEBEG Food Study Group and FSA.

*Planned Activities 2018/19**Attend and actively contribute to-*

- *the HEBEG Food Study Group.*
- *the EETSA Food Task Group.*
- *the EETSA Agriculture Task Group*
- *the South Midlands and Hertfordshire Control of Infection Committee.*
- *water company Health and Local Authority Liaison meetings (Anglian Water and Affinity Water).*

### 3.6 Control and Investigation of Outbreaks and Food Related Infectious Disease

Food related infectious disease will be investigated in accordance with procedures agreed with the Consultant in Communicable Disease Control (CCDC). All notifications of illness will be responded to within three days and any infection activity indicating an outbreak will be communicated to the CCDC without delay and responded to within 24 hours. Investigation of outbreaks will be in accordance with the Outbreak Control Plan agreed by the East of England Control of Infection Committee.

### 3.7 Food and Feed Safety Incidents and food and feed alerts

The Council will respond as appropriate to Food and Feed Alerts in accordance with the Food and Feed Law Codes of Practice, Chapter 2.2.

Food and Feed Alerts are transmitted electronically via a designated secure e-mail link from the FSA. On receipt of the Alert the responsible officer will ensure it is distributed electronically as appropriate to other Council services, the Council's Communications Team, Primary Authority businesses and those Home Authority businesses that have requested food and feed alert details and the Trading Standards Consumer Advisors. All actions taken will be in line with the advice given in the Alert.

### 3.8 Liaison with other organisations

The Council have made a number of arrangements to ensure that enforcement action is consistent with other neighbouring authorities. Regular dialogue and meetings take place at national, regional and local forums. The Service is an active member of the Herts & Beds Food Safety group which has recently undertaken a peer review programme throughout all 11 authorities.

## 4 RESOURCES

### 4.1 Staffing Allocation

The qualifications for all officers having a direct food and feed law enforcement role are shown in Table 6 below.

Activity	Full time equivalent
<b>Food Safety &amp; Food Standards Enforcement</b>	<b>5.4</b>
<b>Feed Hygiene and Standards Enforcement</b>	<b>0.2</b>
<b>Administrative support</b>	<b>0.4</b>
<b>Total</b>	<b>6.0</b>

### 4.2 Staff development plan

Officers will be appropriately qualified and receive regular training to maintain and where necessary improve their level of competence. For 2018-2019 all officers will have access to at least 10 hours update training per year, as required by the Food and Feed Law Codes of Practice.

The training structure comprises:

- Recruitment of officers with appropriate levels of competence in food and feed law enforcement
- Evidence of formal qualifications commencing appointment and copies held on personal file
- In-house professional Career Development Framework
- Performance review meetings and formal identification of training needs

## 5.0 QUALITY ASSESSMENT

The measures and monitoring arrangements which will be taken to assess the quality of the Authority's service including performance against the standard are outlined below:

- Review samples of post inspection paperwork and undertake shadow visits bi-annually. .
- Peer Group inspection performance.
- Regular Team Meetings including scoring consistency reviews.
- Participation in national consistency exercises
- One-to-one meetings between individual staff and their line manager.
- Monthly investigation case-reviews.
- Management consistency review for all non-complaint inspected businesses (Quarterly)
- Annual review of practice against enforcement policy.

## 6.0 REVIEW

### 6.1 Review against the Service Plan

Local Performance Indicators, which include response times to complaints and the level of programmed inspections, are monitored and reviewed bi-annually.

Enforcement activity for 2017-2018 is summarised below. A full review of the Service Plan is undertaken annually and the Head of Public Protection will integrate any changes into the Food and Feed Law Enforcement Service Plan dynamically and concurrently.

### 6.2 Identification of any Variation from the Service Plan

Performance Indicators are reviewed on a quarterly basis and significant variations reported identifying remedial action when required.

### 6.3 Areas for Improvement

Any service issues identified during the reviews or by routine performance monitoring will be recorded in writing and an appropriate action plan to address those service issues agreed with the Head of Public Protection.

## 7.0 Review of 2017/18

### Work with the poorest performing businesses:

We know having safe, quality and performing food businesses in Central Bedfordshire makes the area a **great place to live, work and visit**. We set out with the goal of engaging with our poorer performing businesses to either work with us in improving or taking enforcement action to get the improvements needed.

### 0-2\* Accelerated Improvement Program

To achieve this we've continued to develop our successful '0-2\* accelerated improvement program' this initiative saw us working with our poorly performing businesses (rated 0-2 stars). We continue to meet businesses half-way, where they demonstrated commitment to improving by signing up to the scheme and sending staff on accredited training courses. In return the business receives a bespoke in-house guidance/training program from our experienced staff on the specific issues they face. The business then gets time to implement all that's its learnt and all the actions on their improvement program it then gets a re-score inspection to see if they've improved.

### Our Business Improvement Program

We teamed up with our Business Support team and introduced a business improvement program 2.5 years ago. This was aimed at the 3 & 4\* hygiene rated food businesses that had clearly invested time and money into getting things right but were still falling down on a few areas. It also looked to give some additional support to the historic 3\* businesses as they were statistically the most likely to drop standards and require a much greater level of involvement from this authority. Although they were legally compliant (3\* & above) after speaking with them it was clear to boost their business and, help it to grow they really wanted a 4 & 5\* hygiene rating. So, we approached businesses who met the criteria and we were given funding for bespoke expert coaching sessions, places on nationally recognised training (that we have the expertise to run in-house) and a re-score inspection. The program concluded in January 2018. **172** businesses were part of the program. We've carried out **168** coaching sessions, 164 re-scoring inspections and **98** employees were successfully trained and obtained RSPH Level 2 in Food Safety. The program has been **Great for the businesses and great for the area**.

### Child-minder Training & Breastfeeding Award Scheme

We've continued focusing on trying to **giving children the best start in life** by developing our program of free food safety training courses to child-minders to cover bespoke allergens training.

We've also partnered with SEPT and rolled out the Central Bedfordshire Breast feeding award project, working with businesses to actively encourage and support breastfeeding friendly environments for new mums.

#### Planned Activities 2018/19

- In 2018/19 – team are looking to take 56 samples as part of the sampling plan, and undertake the 5 yearly re-risk assessments for the due PWS businesses in this sector!

### Private Water Supplies

Looking for continuous improvement and offering great **value for money** the food team has developed its in-house expertise with the benefit of not having to outsource for complex risk assessments; we've incorporated the work in-house.

This year our specialist team has:

- Carried out monitoring of the 9-existing private water supplies
- Taken and analyzed over 19 specialist samples
- Carried out 2 full detailed risk assessments and

sampling plans for new suppliers.

## 7.1 Business support

Focusing on **helping businesses grow and prosper** this year we've been very busy with our ever-increasing business training program. We've continued to deliver the Royal Society Public Health (RSPH) training packages. This nationally recognised accredited training package has the flexibility to allow us to use the wealth of expertise within the food team to focus on specific areas we know businesses need.

In addition to this we continued to develop our unique training courses such as the Cross contamination focused – E.coli 0571 training course, the in-house coaching training and the very successful and popular Allergens training course. We have also written and delivered one off bespoke training packages for businesses such as the HACCAP Food safety management at care homes course and the Food hygiene training for school's course.

#### Planned activities for 2018/19 –

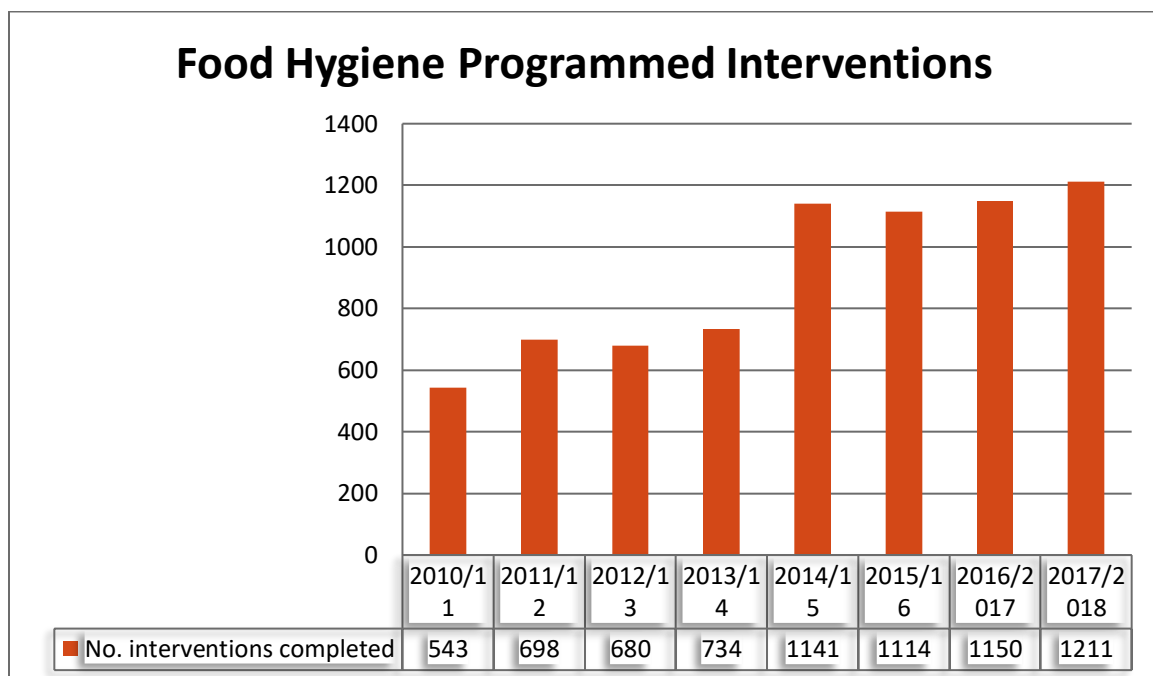
- Develop our Nutritional training programme, raising awareness and standards across child focused sectors in Central Bedfordshire.
- We are aiming to increase our whole training programme – Watch this space!
- We aim to get another 10 businesses across Central Bedfordshire signed up to the Breastfeeding award scheme.

## 7.2 Enforcement action

### Focusing on the non-compliant and rewarding the excellent performers

This year the food team has continued its alternative approach to interventions with its Alternative Enforcement Scheme (AES). In order to concentrate resources on the poorly performing businesses and in turn be less burdensome on those businesses with an excellent history of compliance, the food team has developed 5 separate self assessment questionnaires for different businesses sectors. This has meant that a wider range of businesses have been able to benefit from this less time consuming, less burdensome approach to regulation.

This year the food team has carried out **563** programmed Food Hygiene interventions with an additional **540** inspections being undertaken as part of revisits and investigation work, giving a total **1211 interventions for 2017/18**.



The merger of Food Hygiene and Food Standards work within the one food team has also seen a significant rise in the number of Food Standards actions being undertaken and recorded. This is in part due to better recording of the work done but also that an increased number of officers are undertaking the work.



Other recordable action taken in 2017/8

Enforcement Activity	2013/14	2014/15	2015/16	2016/17	2017/18
Feed Hygiene Inspections	15	18	21	30	23
Written Warning Letters	227	244	336	517	396
Hygiene Improvement Notices	5	7	11	28	7
Emergency Prohibition Notices	0	0	0	0	1
Voluntary Closure	0	0	3	3	0

Prosecution	0	1	3	1	2
Simple caution	0	0	1	1	1

## 8.0 Table of reference:

Term	Abbreviation	Definition
Regulatory Delivery	RD	An independent unit of the Department for Business Innovation and Skills charged with improving standards of regulatory activity and now includes legal metrology.
Career Development Framework	CDF	A "route map" for a professional regulator's career within Central Bedfordshire Council.
Consultant in Communicable Disease Control	CCDC	A senior public health professional who has completed higher specialist training in public health medicine, infectious diseases, medical microbiology, and communicable disease control.
East of England Trading Standards Association	EETSA	A partnership of trading standards authorities which aims to assist professionals in their role of protecting consumers and supporting business.
Everything Regulation Whenever It's Needed	ERWIN	A website which provides regulatory services information in an innovative way to make it more accessible and useful for businesses.
Feed Law Code of Practice		Government Code of Practice issued under Section 40 of the Food Safety Act 1990 as guidance to local authorities on the enforcement of feed legislation.
Food and Feed Law Alert		An alert issued by the FSA to consumers and local authorities advising about product withdrawals and recalls.
Food Hygiene Rating Scheme	FHRS	A rating published on the web by the FSA which reflects the standards of food hygiene found on the date of inspection or visit by the local authority.
Food Law Code of Practice		Government Code of Practice issued under Section 40 of the Food Safety Act 1990 as guidance to local authorities on the enforcement of food legislation.

Food Standards Agency	FSA	The independent government department responsible for food safety and hygiene across the UK.
Framework Agreement		The Framework Agreement consists of: <ul style="list-style-type: none"> <li>• Food and Feed Law Enforcement Standard</li> <li>• Service Planning Guidance</li> <li>• Monitoring Scheme</li> <li>• Audit Scheme</li> </ul>
Heartbeat Award		A local award to caterers who can demonstrate that they offer healthy nutritious and wholesome food to customers.
Home Authority		An authority where the relevant decision making base of an enterprise is located and which has taken on the responsibility of advising that business on food and feed safety/ standards issues.
Local Government Association	LGA	A politically-led, cross-party organisation that works on behalf of councils to ensure local government has a strong, credible voice with national government.
National Control Plan		A UK plan which details the roles and responsibilities of the different authorities and organisations involved in the monitoring compliance with, and enforcement of, feed and food law, animal health and welfare rules and plant health requirements published by the FSA.
Originating Authority		An authority in whose area a decentralised enterprise produces goods and services.
Primary Authority	PA	An authority that has formed a formal partnership with a business in accordance with the Regulatory Enforcement and Sanctions Act 2008.
Public Analyst		An officer, holding the prescribed qualifications, who is formally appointed by the local authority to carry out chemical analysis of food and feed samples.
Regulators' Code		A framework for how regulators, ranging from national organisations to local authorities, should engage with those they regulate published by RD.
Risk rating		A system that rates food/feed premises according to risk and determines how frequently those premises should be inspected.
South East Midlands Local Enterprise Partnership	SEMLEP	the economic development partnership, operated jointly by the private and public sectors to promote the South East Midlands as a prime

		growth location for business, investors and visitors.
South Essex Partnership University NHS Foundation Trust	SEPT	A not-for-profit, public benefit corporation providing integrated care including mental health, learning disability, social care and community services.
United Kingdom Food Surveillance System	UKFSS	A national database for central storage of analytical results of feed and food samples taken by enforcement authorities