

## EXECUTIVE SUMMARY 2006/7

## AIMS AND OBJECTIVES

The overall objective of the Food Safety Service is to work with businesses and consumers to endeavour to ensure that food intended for sale for human consumption which is produced, stored, distributed, handled or purchased within Huntingdonshire is without risk to public health or the safety of the consumer

The service is linked to the Council's corporate plan 'Growing Success' and the priority outcome of a healthy population.

The following service outcomes are identified within the performance management system and will be measured to determine the effectiveness of the listed activities and actions.

- ◆ A high level of food safety at registered premises.
- ◆ Compliance with statutory requirements for inspection of food premises.
- ◆ Effective containment of outbreaks of food-borne illness.
- ◆ A high level of food safety in the home.

The service will seek to achieve this through a number of key actions that are identified within this service plan.

## Changes in resources from 2005/06 to 2006/07

<b>STAFF</b>	<b>2005/06</b>	<b>2006/07</b>
Environmental Health Officers	2.50	3.15
Environmental Health Protection Officers	2.05	1.10
Commercial Services Manager	0.50	0.30
	5.05	4.55
Admin Support Staff	1.75	1.75
<b>Total</b>	<b>6.80</b>	<b>6.30</b>
<b>FINANCIAL</b>	<b>2005/06</b>	<b>2006/07</b>
Direct Costs		
Employees	£254,000	£240,000
Other (specialist equipment legal fees and sampling)	£33,260	£21,300
Overheads (Central Support Costs)	£169,000	£168,000
Total	<u>£453,000</u>	<u>£439,000</u>
Income	<u>-£3,000</u>	<u>-£500</u>
NET EXPENDITURE	£450,000	£438,500

## ACTIONS AND TIME ALLOCATIONS

All calculations assume 1 x FTE = 1290 hours per year (215 working days x 6 productive hours per working day). All estimates include revisit activity. Time does not include administrative support.

Proactive Tasks	Level of activity		Time	FTE
	Actual 2005/06	Estimated 2006/07	Estimated 2006/07	Estimated 2006/07
Planned Food Hygiene inspections	738	722	3065	2.37
Revisits	96	140		
Spot Checks	3	20		
Inspection of new, mobile and temporary premises	100	140		
Game dealers licences	15	15		
EC approved manufacturing plants	5	5		
Food safety promotion	Provision of food hygiene training courses, (for English and non-English speaking food handlers) development of newsletters, leaflets, website. Promoting food safety week, safety zone etc (this resource is in addition to those identified in advice to businesses).		400	0.32
Liaison with other organisations	Maintenance and development of existing links and initiatives both internal and external.		150	0.12

Reactive Tasks	Level of activity		Time	FTE
	Actual 2005/06	Estimated 2006/07	Estimated 2006/07	Estimated 2006/07
Food related complaints– estimate complaints re premises and food	241	240	400	0.31
Food inspection and sampling- Estimate food, water and environmental samples to be taken	124	150	100	0.07
Infectious disease control- estimate notifications of food poisoning	264	250	150	0.12
Food Safety Incidents- estimate receipt >75 Food Alerts from the FSA	85	75	30	0.02
Advice to business enquiries	Provision of guidance on implementation of new legislation and promotion of the FSA Safer Food Better Business Toolkit to all relevant food businesses. Advice given at the time of each inspection plus an estimated further 200 enquiries from the public and businesses on food safety matters, including Home Authority Principle.		575	0.44

<b>Reactive Tasks</b>	<b>Level of activity</b>	<b>Time</b>	<b>FTE</b>
Staff development and training	Internal and external training courses, research and development of peer review exercise, special projects and initiatives	500	0.39
Service management	Overall supervision and management of service, policy and procedural development	500	0.39
<b>Total</b>		5805	4.55

There is a reduction of 0.5FTE posts compared to last year. This situation has arisen from the re-allocation of staff to meet other statutory service demands, the loss of experienced staff leaving the authority and considerable training and development demand of replacement staff before they can be deemed competent to carry out comprehensive enforcement duties. It is also anticipated that the new legislation will require officers to spend longer in food premises during each visit, in order to audit and evaluate the documented management systems that are now required

The Food Services Team is planned to become part of a wider section aimed at improving the health of the people of Huntingdonshire by addressing food safety, diet, exercise, etc. in a holistic way. The Commercial Services Manager will be expected to have a wider remit in the new Division and there will be a corresponding reduction in time spent on food safety management.

#### **DEVELOPMENT PLAN 2006/07**

- ◆ Following the recent implementation of new Food Safety legislation and FSA Codes of Practice devise and develop a strategy for advising and informing food business of their new legal responsibilities. Strategy to include briefing sessions and targeting of written information.
- ◆ Assist in the FSA Promotion of the FSA's Safer Food Better Business food safety management toolkit to food business operators and evaluate its uptake.
- ◆ Develop further the implementation of the alternative enforcement strategy that was piloted in 2005/6.
- ◆ Carry out further research into the development of a 'scores on the doors' initiative and local food hygiene award scheme for caterers and other food businesses.
- ◆ Develop a standard operating procedure for the drafting of letters sent to food businesses following primary and secondary inspections.
- ◆ Having regard to the recent implementation of new food legislation and FSA codes of practice carry out a comprehensive review of all Standard Operating procedures and Enforcement policies and carry out any necessary staff training.
- ◆ Carry out a peer review exercise focusing on consistency of inspections and enforcement.
- ◆ In association with other LA's in the County implement a registration and inspection scheme for mobile food traders operating within Huntingdonshire and the county area.
- ◆ Review all of the food safety information leaflets and standardise the format.
- ◆ To continuously upgrade the Flare database to improve quality and detailed information available to managers, officers and the FSA.
- ◆ Develop and enhance the existing established mechanism to work in partnership with the Huntingdonshire PCT and other partners to devise food hygiene and nutrition awareness training to young people, community groups and vulnerable groups.

- ◆ In conjunction with the Health Protection Agency review the existing procedural arrangements for managing incidents and outbreaks of food borne disease.
- ◆ Having regard to FSA guidance carry out a review of the services food and water sampling policy