

## SOUTH CAMBRIDGESHIRE DISTRICT COUNCIL

---

**REPORT TO:** Council

21 July 2011

**AUTHOR/S:** Executive Director (Operational Services) / Corporate Manager (Health and Environmental Services)

---

### FOOD SAFETY SERVICE PLAN 2011/12

#### Purpose

1. To seek Council's adoption of a Food Service Plan for 2011/12.
2. This is a key decision because:
  - It is likely to be significant in terms of its effects on communities living or working in all wards of the District.
  - It is of such significance to a locality, the Council or the services that it provides that the decision-taker is of the opinion that it should be treated as a key decision;and it was published in the April 2011 Forward Plan

#### Recommendation

3. That Council approve of the Food Safety Service Plan 2011/12, which is **attached** to this report.

#### Reason for Recommendation

4. There is a Food Standards Agency (FSA) expectation that all Local Authorities will take their 'Food Service Plan' to full Council for endorsement. Furthermore, this plan is included within the Policy Framework of the Council and as such the responsibility for agreeing the Food Service Plan lies with the Council.

#### Background:

5. This report is being presented as it is a requirement of the FSA and they will consider the Food Service Plan as part of any audit of the service.
6. Food Safety aspects of the Council's work have been included within the 2011/12 Health & Environmental Services Service Plan. However, the Food Standards Agency in the Framework Agreement on Local Authority Food Law Enforcement requires the production of a specific Food Service Plan to a common format. The Food Service Plan attached to this report meets this requirement. The latest Local Authorities Coordinators of Regulatory Services (LACORS) guidance has been used this year and consequently the Food Safety Service Plan is laid out differently to previous years. This new format has resulted in a much briefer document that still meets the FSA requirements. Background papers to the Food Service Plan are available in the office of the Executive Director, Operational Services.
7. The Framework Agreement sets out what the Foods Standards Agency expects from local authorities in their delivery of official controls on feed and food law. This agreement has been updated to take account of the Agency's New Vision for food law enforcement, and the FSA Framework for Regulatory Decision Making, which

takes account of the Government's better regulation agenda and of principles of good regulation.

### Considerations

8. The FSA has stated the following in their framework documentation:  
*"... Service plans are an expression of the Local Authority's own commitment to the development of food service. However, it is also important to consider the use made of the plans by the Food Standards Agency, which will need information about Local Authority food law enforcement activities in a common format to enable it to assess Local Authority's delivery of the service."*
9. Guidelines were then given as to the details and expected content of the Food Service Plan. The Service Plan simply identifies in one single document the work and structure of the service relating to food safety.

### Options

10. Members can accept, reject or amend the proposed plan. However, failure to adopt the plan would leave the service and the Council open to criticism by the FSA if they choose to conduct an audit.

### Implications

11. Financial	Within existing resources and referred to in the body of the service plan. Financial provision has been included within the 2011/12 budgets.
Legal	Adoption of the food safety service plan although not technically a legal requirement makes clear reference to food law enforcement and legal requirements that are to be discharged
Staffing	At this time it is expected that existing staff will meet the fieldwork targets set for the service in the food safety area/
Risk Management	Failure to adhere to the Food service Plan could result in adverse media comment. The FSA could name and shame the Local Authority nationally. In extreme circumstances if we fail to carry out this work the FSA may take over our inspection and enforcement duties and charge the Local Authority for the work.
Equality and Diversity	None specific
Equality Impact Assessment completed	No N/A
Climate Change	None specific

### Consultations

12. None undertaken

#### Consultation with Children and Young People

13. None undertaken

**Effect on Strategic Aims:**

14. To make South Cambridgeshire a healthier place to live by ensuring that food and water is safe to consume.
15. To operate in a 'business friendly' manner to assist and encourage compliance in our food businesses

**Conclusions / Summary**

16. The Food Safety team have achieved 100% of the delivery of last years programme and have through their endeavours achieved a 94.4% broadly compliance rate in the food business in South Cambridgeshire.

**Contact Officer:** Carol Archibald - Food Control and Health and Safety Team Leader  
Telephone: (01954) 713481