

Report to Portfolio Holder for Public Protection

Subject: Food and Health & Safety Service Delivery Plans 2024/25

Date: 15th May 2024

Author: Food, Health and Housing Manager

Wards Affected

All wards

Purpose

For the Portfolio Holder to approve the Food and Health & Safety Service Delivery Plans 2024-25

Key Decision

This is not a key decision

Recommendation(s)

THAT:

- 1) The Portfolio Holder notes the contents of the Food Service Delivery Plan 2024/25 and approves the Plan for the Food, Health and Housing team to deliver.
- 2) The Portfolio Holder notes the contents of the Health and Safety Service Delivery Plan 2024/25 and approves the Plan for the Food, Health and Housing team to deliver.

1 Background

- 1.1 The Food Law Framework Agreement on food controls between Local Authorities and the Food Standards Agency requires Local Authorities to produce a Food Service Delivery plan each year, in the format stated in the Framework Agreement. The Framework Agreement sets out what the Food Standards Agency expects from Local Authorities in their delivery of official controls on food law and was produced in consultation with Local

Authorities, the Local Government Association and professional bodies

- 1.2 The Food Service Delivery plan is considered good management practice in planning and organising the service and sets out:
 - the service objectives,
 - links to corporate priorities,
 - the service background and structure,
 - the interventions at businesses, targets, and sampling programme,
 - reference to outbreak and food related infectious disease control
 - health promotion,
 - resources,
 - quality assessment and internal monitoring, and review.
- 1.3 The Health and Safety Service Plan is a statutory document required under s18(4) of the Health and Safety at Work etc. Act 1974 (HSW Act). Section 18 requires that councils perform their duties in accordance with guidance from the Health and Safety Executive (HSE). The current guidance is set out in Local Authority Circular 67/2 (LAC 67/2) (Revision 13). One of the key elements of this mandatory guidance is a requirement to produce an annual service plan detailing the council's arrangements for discharging its duty whilst contributing to current HSE national priorities.
- 1.4 The Health and Safety Service Delivery Plan sets out the service aims and objectives for 2024/25 in the enforcement of health and safety at work, safety. The plan also aims to ensure that there is a level playing field for all business operators and how the Food, Health and Housing Team will operate to ensure that the Council meets its responsibilities under Health & Safety legislation. This involves a combination of measures, which include supporting business to comply with legislation, take appropriate enforcement action, sampling, the investigation of accidents and incidents and investigating complaints. It also reviews the work undertaken in 2024/2025.

2 Proposal, that the Portfolio Holder:

- 2.1 Notes the contents of the Food Service Delivery Plan 2024/25 and approves the Plan for the Food, Health and Housing team to deliver.
- 2.2 Notes the contents of the Health and Safety Service Delivery Plan 2024/25 and approves the Plan for the Food, Health and Housing team to deliver.

3 Alternative Options

- 3.1 The Portfolio Holder rejects the Food Service Delivery Plan 2024/25 or the Health and Safety Service Delivery Plan 2024/25, this would result in the Council not complying with the requirements of the Food Law Framework Agreement between Local Authorities and the Food Standards Agency or

section 18 of the Health and Safety at Work Act 1974.

- 3.2 The Portfolio Holder puts forward amendments to the Food Service Delivery Plan 2024/25 or the Health and Safety Service Delivery Plan 2024/25.

4 Financial Implications

- 4.1 There are no additional resource implications as a result of the work set out in the Food Service Delivery Plan 2024-2025. All anticipated costs will be met from within existing budgets.
- 4.2 The Health and Safety Service Delivery Plan 2024-25 is mostly delivered by the Temporary Environmental Health Technical Officer who has been employed by the council since 2022. The current post holder's contract expires in January 2025. The intention is for a report to be submitted for approval to extend the post holder's contract subject to approval by the council's leadership. Consideration will be given whether to make the post permanent.

5 Legal Implications

- 5.1 This Food Service Delivery Plan 2024/25 and the Health and Safety Service Delivery Plan complies with the council's legal obligations to deliver the food hygiene service and health and safety regulation service. The council gives due regard to Government guidance and relevant legislation and considerations when performing its statutory functions.

6 Equalities Implications

- 6.1 An equalities impact assessment has been completed and is included in appendix C.

7 Carbon Reduction/Environmental Sustainability Implications

- 7.1 A climate impact assessment has been completed and is included in appendix D.

8 Appendices

- 8.1 Appendix A – The Food Service Delivery Plan 2024/25
- 8.2 Appendix B – The Health and Safety Service Delivery Plan 2024/25
- 8.3 Appendix C - Equalities Impact Assessment
- 8.4 Appendix D – Climate Impact Assessment

9 Background Papers

- 9.1 The Framework Agreement on Official Feed and Food Controls by Local Authorities 2010
- 9.2 Local Authority Circular 67/2 (LAC 67/2) (Revision 13).

10 Reasons for Recommendations

- 10.1 The Framework Agreement requires the Local Authority to formally adopt a Food Service Delivery Plan each year.
- 10.2 Section 18 of the Health and Safety at Work Act 1974 requires that every local authority shall make adequate arrangements for the enforcement of relevant statutory health and safety provisions in their area.

Statutory Officer approval

Approved by:
Date:
On behalf of the Chief Financial Officer

Approved by:
Date:
On behalf of the Monitoring Officer