BODY:	**PLANNING AND LICENSING COMMITTEE**
DATE:	**25th May 2004**
SUBJECT:	**Environmental Health Food Safety Service Plan**
REPORT OF:	**Head of Environmental Health**
Ward(s):	All
Purpose:	To seek approval of the Environmental Health Food Safety Service Plan for 2004/05
Contact:	Gary Stevenson, Head of Environmental Health, Telephone 01323 41530 or internally on extension 5360. Gary.stevenson@eastbourne.gov.uk
Recommendation:	That the Food Safety element of the Environmental Health Service Plan for 2004/05 be approved.

1.0	**Introduction**
1.1	The Environmental Health Service Plan for 2004/05 has been formally approved by the Council via the budget process however, under the terms of the Food Standards Agency Local authority Framework Agreement the Food Safety element of the Service Plan needs to be formally approved this Committee, the Council's designated Regulatory Committee.
2.0	**The Food Safety Service Plan**
2.1	The Food Safety elements of the Environmental Health Service Plan are set out in Appendix 1 to this report.

2.2	The key issues for the coming year are: · To continue with the programme of planned inspection of food premises · To assess the implications of the proposed revision to the Approved Code of Practice for the inspection of food premises. · To undertake an agreed programme of food sampling · To assist the Food Standards Agency by piloting the Safer Food, Better Business approach to food hazard analysis and control in 16 premises · To ensure that staff receive adequate training to maintain their competency
3.0	**Consultations**
3.1	The Environmental Health Service Plan was developed with input from all members of the service.
4.0	**Resource Implications**
4.1	No additional resources are being sought. The staffing and other revenue expenditure has been approved via the budget process.
5.0	**Conclusion**
5.1	To comply with the requirements of the Food Safety element of the Environmental health Service Plan needs to be approved by this Committee.
Gary Stevenson **Head of Environmental Health**	

Background Papers: The Background Papers used in compiling this report were as follows: Environmental Health Service Plan 2004/05 Food Standards Agency Framework Agreement To inspect or obtain copies of background papers please refer to the contact officer listed above.	
(document reference) gms/reports/Food Safety Plan 2004-05	

Appendix 1

Food Safety Service Plan 2004-05

The work of Environmental Health directly contributes to the Community Strategy Themes around the Environment, Housing, Crime and Disorder and Health & Social Care.

Our role is to protect and enhance the environment of those people who work and live in Eastbourne and visit our Town.

Environmental Health services across Sussex have adopted a vision which is "To achieve improvements to the health and environment of the communities of Sussex".

The key objectives for the Food Safety service are to:

· **undertake inspections of food premises**, for which the Council is the enforcing authority, and institute informal or formal action in accordance with the Services Enforcement Policy, LACORS and Food Standards Agency guidance and advice;

· **investigate complaints about food premises** and at the conclusion of investigations institute informal or legal action as appropriate;

· **facilitate the provision of food safety training** services to local businesses to assist them to meet legislative requirements;

· **investigate cases of food-borne disease** and advise upon appropriate precautionary and control measures;

· **issue licences and monitor compliance with relevant conditions;**

· **sample and arrange for microbiological testing** of high-risk food products;

· **provide advice and assistance to businesses** to help them comply with food safety legislation and maintain a high standard of food hygiene.

Resources

The Food Safety service is part of Environmental Health's Commercial Services. 3.1 food time equivalent

members of staff are involved in the delivery of the service

Premises

Food Premises Inspections

The programmed inspection of food premises forms the core activity of the Food Enforcement function. The programme of inspections is based on the requirements of Code of Practice No. 9 -Food Hygiene Inspections (second revision Oct 2000). In addition to these inspections other visits may be made to food premises following complaints from the public or requests from businesses for information and guidance.

The work activity in respect of food safety inspections over the past year and an estimate of the inspections required to be undertaken during 2004/05 is shown in below:

Premises Risk **1st April 2004** **Rating and Frequency**	**No of Premises**	**No of Inspections undertaken** **2003/04**	**Estimated Inspections** **2004/05**
A – 6 mths	8	15	16
B – 1 year	117	89	117
C – 18 mths	412	221	234
D – 2 years	119	76	45
E – 3 years	209	58	119
F – 5 years	107	38	41
Unrated	0	25	0
TOTAL	**972**	**522**	**572**