

Report to Council

Agenda
Item:

17(i)

Meeting Date: 9th September 2014
Portfolio: Environment and Transport
Key Decision: Yes: Recorded in the Notice Ref: KD 05/14
Within Policy and Budget Framework YES
Public / Private Public

Title: FOOD LAW ENFORCEMENT SERVICE PLAN
Report of: The Director of Local Environment
Report Number: LE 16/14

Purpose / Summary: The Environmental Health Service Plan comprises the Food law Enforcement Plan and sets out how the Environmental Health Service will deploy its resources in 2014 to 2015 to improve hygiene standards, prevent food borne diseases and help people live healthier lives. It seeks to target intervention to tackle local issues whilst ensuring Carlisle City Council achieves its national responsibilities.

Recommendations:

That Council:

- i. Agree the key actions of the Environmental Health Service Plan with respect to Food Safety in accordance with the Council's Budget & Policy Framework.

Tracking

Executive:	12/5/14 &18/8/14
Overview and Scrutiny:	31/7/2014
Council:	

Report to Executive

Agenda
Item:

Meeting Date: 18th August 2014
Portfolio: Environment and Transport
Key Decision: Yes: Recorded in the Notice Ref: KD 05/14
Within Policy and Budget Framework YES
Public / Private Public

Title: FOOD LAW ENFORCEMENT SERVICE PLAN
Report of: The Director of Local Environment
Report Number: LE14/14

Purpose / Summary:

The Environmental Health Service Plan comprises the Food law Enforcement Plan and sets out how the Environmental Health Service will deploy its resources in 2014 to 2015 to improve hygiene standards, prevent food borne diseases and help people live healthier lives. It seeks to target intervention to tackle local issues whilst ensuring Carlisle City Council achieves its national responsibilities.

Recommendations:

That the Executive:

- i. Agree the key actions of the Environmental Health Service Plan with respect to Food Safety.
- ii. Refer the said plans to Council for approval in accordance with the Council's Budget & Policy Framework.

Tracking

Executive:	23 rd June 2014 & 18 th August 2014	
Overview and Scrutiny:	31 st July 2014	
Council:	9 th September 2014	

1. BACKGROUND

- 1.1 Standards of hygiene when eating out was the main concern for members of the public who took part in the 2013 Food Standards Agency's (FSA) Biannual Public Attitudes Tracker Survey. Other concerns from the survey include additives in food, food poisoning, the increasing prices of food and the amount of food waste. The City Council through its Environmental Health Service plays a significant role in protecting the public by its food inspections and infectious disease investigations.
- 1.2 The Food Standards Agency (FSA) have issued a new Food Law Code of Practice in England which became effective on April 6th 2014. The document provides statutory guidance to the City Council in its role as a "Food Authority" on how we should be carrying out our interventions and official controls. Changes from the previous code include measures to improve focus and effectiveness of enforcement and prevent dual regulation in food businesses. The risk descriptors, used to determine inspection frequencies at food establishments, have been updated to increase clarity and consistency. Businesses judged to have good management systems in place will be subject to a reduced inspection frequency which the Agency claims will allow local authorities to concentrate their resources on those establishments that "are persistently non compliant with food law." Another major change is the recognition that it is now possible for a single competent authority to take responsibility for all enforcement and food control activities at certain premises. It is hoped that this will reduce the need for dual regulation reducing the burdens placed on the food industry and enforcers
- 1.3 The Food Law Enforcement Plan (the Plan) sets out how the Environmental Health Service will protect food safety in Carlisle during 2014 to 2015. As part of the Food Law Enforcement Plan the "Food Safety Service Plan" (Appendix.1- pages 9 to 18) sits within the full Environmental Health Service Plan and links to the key priority actions of the Carlisle Plan (page.3.). The Service Plan seeks to direct resources into achieving the priority outcomes for regulatory services as detailed in the Better Regulation Delivery Office document "Priority Regulatory Outcomes – A New Approach to Refreshing the National Enforcement Priorities for Local Authority Regulatory Services" (November 2011).
- 1.4 In improving food standards the Environmental Health Service is contributing to ensuring a safe, healthy and sustainable food chain for the benefit of consumers. Service plans are an important part of the process to ensure that national priorities and standards are addressed and delivered locally. Service plans help local authorities to:
 - follow the principles of good regulation;

- focus on key delivery issues and outcomes;
- provide an essential link with corporate and financial planning;
- set objectives for the future, and identify major issues that cross service boundaries;
- provide a means of managing performance and making performance comparisons;
- Provide information on an authority's service delivery to stakeholders, including businesses and consumers.

- 1.5 The Food Standards Agency's (FSA) Food Law Codes of Practice (2014) details national food policy but allows local authorities flexibility over how to deliver the national food controls. The Plan sets out how and at what level official food controls will be provided, in accordance with the Codes of Practice. The "Framework Agreement on Official Feed and Food Controls by Local Authorities" (2010) sets out what the Food Standard Agency expects from Carlisle City Council in delivering official controls on feed and food law.
- 1.6 In 2012 the Food Standard's Agency carried out a review on the delivery of "Official Controls for Food Safety." The FSA have concluded that although under pressure the Local Authorities are able to deliver a food safety service. The FSA Board confirmed the strategic importance of the delivery of official controls and the relationship between the FSA and local authorities.
- 1.7 To help to ensure local transparency and accountability, and to show the Service's contribution to the authority's Carlisle Plan, the Framework Agreement recommends that food service plans are approved at the relevant level established for that local authority. The Food Law Enforcement Plan is in Carlisle City Council's Policy Framework in Article 4 of the Constitution.
- 1.8 The Plan covers the period 1st April 2014 to the 31st March 2015 and includes targeted educational and promotional work under taken by the section along with the required food premise inspections.

2. PROPOSALS

2.1 That the Executive:

- iii. Agree the key actions of the Environmental Health Service Plan with respect to Food Safety .
- iv. Refer the said plan to Council for approval in accordance with the Council's Budget & Policy Framework.

3. CONSULTATION

- 3.1** Consultation to Date. - The Plan has been drafted in consultation with officers in the Environmental Health Service.
- 3.2** Consultation proposed. - The Plan has been considered by the Community Overview and Scrutiny Committee on the 31st July 2014.

4. CONCLUSION AND REASONS FOR RECOMMENDATIONS

- 4.1** The recommended key actions have been identified following consultation and reflect the resources available to the Environmental Health Service in the financial year 2014 to 2015.

5. CONTRIBUTION TO THE CARLISLE PLAN PRIORITIES

- 5.1** **Priority 1:** Fostering more, high quality and sustainable business and employment opportunities, through growing existing enterprises and bring new ones in.
- A key requirement of the regulators code is to use the regulators unique contact with local businesses as a means of ensuring growth as well as compliance. Through its Service Plan and Enforcement Policy the Environmental Health Service provides free and impartial advice to business on both legal and technical matters relevant to their trade.
 - Hygiene compliance standards and inspections by the City Council's Environmental Health Service are essential for those food companies looking to export overseas.

Priority 3: Working more effectively through partnerships

- In delivering its food safety responsibilities the Environmental Health Service operates within guidelines and national agreements with partner organisations including: the Food Standards Agency; the Department for Environment and Rural Affairs (Defra); and Public Health England.
- The Food Safety Team work in partnership in delivering projects with organisations such as: Public Health England; Trading Standards; Defra and other Local Authorities.

Priority 5: Making Carlisle Clean and tidy together

- The Environmental Health Service tackles the safe storage of waste. The Food Safety team ensures commercial food waste is stored and disposed of correctly.

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Appendices **Appendix 1 – Environmental Health Service Plan 2014 to 2015**
attached to report:

Note: in compliance with section 100d of the Local Government (Access to Information) Act 1985 the report has been prepared in part from the following papers:

- **None**

CORPORATE IMPLICATIONS/RISKS:

Chief Executive's -

Deputy Chief Executive –

Economic Development –

Governance – The Council has a Food Law Enforcement Service Plan in accordance with the Food Standard Agency's Framework Agreement which applies to local enforcement of all feed and food laws, and incorporates the latest guidance and standards on feed and food law enforcement. As stated in the report, the Service Plan forms part of the Council's revised Policy Framework and, as such, has been considered by the relevant Overview & Scrutiny Panel before being referred for approval to Council by the Executive.

Local Environment –

Resources – The costs of implementing and monitoring this Food Law Enforcement Service Plan can be met from within existing base budgets under the control of the Local Environment Directorate in 2014/15.

Environmental Health

Service Plan

2014 to 2015

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Structure

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Scope of Service

The Environmental Health Service provides a range of mandatory and discretionary activities that protect the health and well being of the citizens of Carlisle. This Service links directly to some of the key priority actions of the Carlisle Plan.

Link to the Carlisle Plan

Priority 1: Fostering more, high quality and sustainable business and employment opportunities, through growing existing enterprises and bring new ones in.

- A key requirement of the regulators compliance code is to use the regulators unique contact with local businesses as a means of ensuring growth as well as compliance. The Environmental Health Service provides free and impartial advice to business on both legal and technical matters relevant to their trade.

Priority 3: Working more effectively through partnerships

- We operate within guidelines and national agreements with partner organisations which include: The Food Standards Agency; the Health and Safety Executive; the Department for Environment and Rural Affairs (Defra); and Public Health England.
- We work in partnership in delivering projects with organisations such as: Cumbria Constabulary; the Environment Agency; Trading Standards; the Dogs Trust; Keep Britain Tidy, Federation of Small Business.

Priority 5: Making Carlisle Clean and tidy together

Environmental Health Service Plan 2014 to 2015

- The Environmental Health teams tackle the safe storage of waste. The Environmental Quality and Food Safety teams ensure domestic and commercial waste is not a public health concern; the Education and Enforcement team tackles illegal practices such as fly tipping, dog fouling and littering.

The Service seeks to achieve the priority outcomes for regulatory services as detailed in the Better Regulation Delivery Office document “Priority Regulatory Outcomes – A New Approach to Refreshing the National Enforcement Priorities for Local Authority Regulatory Services” (November 2011). Regulators must take into account and give due weight to the priority outcomes when developing policies and operational procedures, setting standards or giving guidance on enforcement.

- Regulatory Priority Outcomes:**
1. Support economic growth, especially in small businesses, by ensuring a fair, responsible and competitive trading environment. **(Direct Link to the Carlisle Plan)**
 2. Improve quality of life and well being by ensuring clean and safe neighbourhoods **(Direct Link to the Carlisle Plan)**
 3. Help people live healthier lives by preventing ill health and harm and promoting public health.
 4. Ensure a safe, healthy and sustainable food chain for the benefit of consumers and the rural economy

The “**Regulators’ Code 2013**” made under section 23 of the Legislative and Regulatory Reform Act 2006, applies to all the activities delivered by the Environmental Health Service. The code requires the Environmental Health Service, along with its principal function of protecting public health, to engage with and support business growth.

Key Facts from 2013/2014

Key Services	Key Facts	Key Actions
Food Premises registration Approved processes	1169 food businesses in Carlisle	
Food and Health and Safety Business Inspections (and follow-up visits)	2082 Carlisle premises regulated under local Authority Health and Safety legislation. 601 Food inspections 1 Health, Safety and Welfare inspections	1 Hygiene Improvement Notices on food businesses. Food Hygiene Prosecutions. 2 Health and Safety Improvement Notices
Investigations into cases and outbreaks of infectious diseases	Total of 156 cases	
Respond to Food Alerts issued by the Food Standards Agency	9 food alerts	
Food Sampling	140 samples of local food checked.	
Pest Control	54 contracts 518 notifications of rats 392 wasp notifications	
Workplace accident investigations	85 workplace accidents reported 38 investigated.	
Response to incidents affecting public health	4,434 service requests ranging from complaints about noisy neighbours to requests for pest control treatments.	22 Abatement Notices issued protecting the public's health and welfare. 50 PFN issued for littering, 7 for waste receptacle offences and 8 for Fly Posting.
Drinking Water Safety	157 Private water supplies which serve 404 properties 15 Supplies risk assessed 112 samples taken 10 parameter failure, 56 wholesomeness failures.	7 notices – re boil water and for improvement of supply

Environmental Health Service Plan 2014 to 2015

Undertaking of promotional and educational campaigns		Noise Action Week – May Food Safety Week - June
Inspection for and remediation of 'Contaminated Land'(Part IIA definition) with reference to the Strategy	1019 sites with previous industrial use.	750 remain to be rated.
To assess and manage local Air Quality	50 Carlisle sites monitored monthly for Nitrogen dioxide and two sites continually monitored. 1 site monitored continually for Benzene 1 site monitored continually for particulate matter (PM10 and PM 2.5) 6 Air Quality Management Areas	2012 Progress report completed and accepted by DEFRA Updating and screening assessment submitted to DEFRA April 2013
To ensure all Prescribed Processes are properly permitted and monitored	82 permitted industrial processes 25 inspections to ensure safe emissions to air.	5 Notices served
To arrange for the funeral of deceased persons where no other arrangements have been made	Advised on 9 funerals	4 pauper funerals organised and deaths registered.
Enforce all relevant dog control legislation and provide a stray dog collection service.	418 stray dogs collected 14 fixed penalty notices for dogs off leads	1 prosecutions for stray dog offences. 45 FPN issued for dog fouling 12 prosecutions
Provision of expert advice to the Development Control Section	226 consultations	
Statutory consultee to the Licensing Section for public nuisance and health and safety	24 consultations and applications for Premises Licences 101 Temporary Event Notices	
Licensed Premises	22 caravan sites registered 15 Pet Shops licensed 4 Dog Breeding Establishments 25 Animal Boarding Establishments	
Registered premises	43 premises registered for skin piercing activities 243 people registered for skin piercing activities	
Statistical reporting		Statutory returns for Defra (LAPPC); Drinking Water Inspectorate (Private Water Supplies); Food Standards Agency (LAEMs - food inspections); Health and Safety Executive.

Environmental Health Service Plan 2014 to 2015

		Returns for noise complaints also made to the Chartered Institute of Environmental Health.
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General Service Plan

Outcome	Key Action	2012/13 Performance:	Target 2013/14	Progress:
<ul style="list-style-type: none"> Support Economic Growth 	Use the Department's face to face contact with Carlisle Businesses to promote business information.	<p>93% of businesses inspected agree they were treated fairly.</p> <p>95% of businesses inspected agree they the inspection was helpful.</p> <p>Business Support Strategy Launch</p>	<p>85% target for the survey responses to fairness and helpfulness.</p> <p>Develop initiatives with the FSB and the Cumbria Chamber of Commerce.</p>	.
	Improve communication between the County's Regulatory Services and the Local Enterprise Partnerships through working through Cumbria's Public Protection Group.	Full representation at Public Protection Group Meetings.	Full representation and contribution at Public Protection Group Meetings. Through the Public Protection Group engage with the LEP.	
	Review the Council's Web Site to ensure information to the public is relevant and accessible	Pages reviewed. Opportunities to get greater use out of	Progress with IT better use of the website facility for recording service	

Environmental Health Service Plan 2014 to 2015

	and facilitates e-government for accessing application forms etc and specifying service provision and charges.	the web identified	requests.	
<ul style="list-style-type: none"> Healthier Lives 	Work with the Healthy Cities Steering Group and the Healthy Communities Working Group on actions in delivering the Healthy Cities Improvement Action Plan.	Contributions to Healthy Cities Week and Food Safety training	At least one coordinated campaign	
	Deliver a Local Healthy Options Award	Award developed.	20 food establishments issued with the Award.	
<ul style="list-style-type: none"> Support Economic Growth Clean and Safe Neighbourhoods Healthier lives Sustainable food change 	To respond to all service requests within 5 working days	97%	100%	
	Respond to consultations from Licensing and Planning within 28 days.	99%	100%	
	Contribute to the Multi Agency "Problem Solving Groups"	Attendance at meetings	Active assistance to the Licensing Best Bar None Scheme	
	Provide an informal public health out of hour's service where circumstances necessitate.	Arrangements made for out of hours food hygiene inspections and special events (e.g. Tattoo Fair), also necessary nuisance visits Environmental Health Manager on the Emergency contact lists: Public Health England: Food Standards Agency; Fire; Emergency Planning		

Food Law Enforcement Service Plan

The City Council operates its food law enforcement following the “Framework Agreement” with the Food Standard Agency who are the lead national authority on Food Law. The Council also operates within the revised (April 2014) “Food Law Code of Practice” issued by the Food Standards Agency.

The Council has a partnership agreement with Public Health England regarding response to infectious disease incidents.

Demands on the food enforcement service

The City Council’s food safety service is delivered from the 5th Floor of the Civic Centre, Rickergate, Carlisle Tel 01228 817559 Email: Environmentalhealth@carlisle.gov.uk

As of 31st March 2014 a total of 1,169 food premises are subject to programmed food hygiene interventions as per the table below.

Type of Premises	Number
Distributors/Transporters (F)	14
Manufacturers (C)	23
Producer (A)	15

Environmental Health Service Plan 2014 to 2015

Retailers (G)	239
Restaurants and other caterers (H)	856
Manufacturer selling by retail (J)	21
Total	1168

The City Council also has 6 “approved” processes subject to Regulation 853/2004.

Ref no	Name	Product	App Number
20131	Nestle	Dairy - Milk powder/cream	VK302
20314	Esk	Dairy - Milk/cream	VK010
20052	Cavaghan and & Gray	Meat Products	VK001
50021	Bells Fishmongers	Fish	VK007
20101	Calder Foods	Meat Products	VK004
20041	Pioneer Food	Meat Products	VK005

The City Council has procedures in place to share its food premises database with the County Council’s Trading Standards Department who have responsibility for Food Standards within the District.

Environmental Health Service Plan 2014 to 2015

In addition to registered food businesses that form part of the programme, the local authority inspected approximately 72 new food businesses in 2013 / 2014.

During the same period the local authority dealt with a range of incidents and enquiries. These are set out in the following table.

Type of Incident / Action	Number
Food hygiene complaints/Food complaints	129
Product Recall Information Notice	34
FSA Food alerts for action	9
Allergy Alerts	48
Product Withdrawal Information	1
Training requests	1
Infectious disease cases	156
Food sampling	140

All food premises are rated according to their level of risk, as defined by the Food Standards Agency Code of Practice.

Environmental Health Service Plan 2014 to 2015

The risk rating determines the frequency and nature of the interventions that are classed as official controls. The table below provides a summary:

Category	Intervention Type	Inspection Frequency	Numbers
A – High risk	Inspection and education promotions	6 months	2
B	Inspection and education promotions	12 months	47
C	Inspection and education promotions	18 months	445
D	Inspection and education promotions	24 months	173
E – Low Risk	Mail questionnaire and education promotions	>36 months	423
UNRATED	Awaiting Inspection		35
OUTSIDE	N/A		44

New food premises should be inspected within 28 days of being notified to the City Council, they will then be rated and incorporated into the inspection programme. The officers will decide if a revisit is necessary following an inspection and the Civica database will be used to programme the revisit date. The food sampling programme is another intervention used as part of the official control.

Enforcement policy

The Environmental Health Service adopt the principles laid down in the Enforcement Concordat, which states that enforcement must be fair, consistent and equitable. The City Council's Food Safety Enforcement Policy outlines the enforcement options available for dealing with problems relating to non-compliance with the legislation and can be found on the website,

http://www.carlisle.gov.uk/environment_and_waste/environmental_health/food_infectious_diseases.aspx

Food complaints

The investigation of customer's complaints regarding food safety is an important area of work for the team. The City Council has a response target of 7 days for such complaints. In 2013/14 the team dealt with 129 food complaints.

Primary and home authority principle

The Home Authority Principle was developed by food and trading standards authorities to aid consistent enforcement. The scheme provides national businesses with a home authority source of guidance and advice and provides a system for the resolution of disputes. Carlisle City Council fully endorses the Home authority and Primary Authority principle but has yet not received any requests for support in this area.

Advice to business

The service provides advice and support for all food businesses on request. Information is available on the local authority website, http://www.carlisle.gov.uk/environment_and_waste/environmental_health.aspx. Information is also available in leaflets at available from the Civic Centre Offices. Officers are available to visit businesses to advise on any aspect of food safety and hygiene. Advice is also given during the planning and building control processes. Coaching in Safer Food Better Business is an integral part of the business support package.

Food inspection and sampling

A food sampling programme is produced every year which outlines the local authority's sampling strategy and approach to specific local and national demands.

The Cumbria Sampling Group co-ordinate the sampling programme for Carlisle, Allerdale, Copeland and Eden. The plan is developed by the group to incorporate priorities identified by Public Health England and the Food Standards Agency.

Microbiological examinations are undertaken by Public Health England, Food, Water and Environmental Microbiology Laboratory, Preston, Royal Preston Hospital, Sharoe Green Lane, Preston PR2 9HT.

In 2013/14 the Food Safety Team took 140 food samples, 89 of which were reported as satisfactory with 6 unsatisfactory. Visits are made to those premises to identify reasons why the food samples will have been unsatisfactory and re sampling is completed to ensure other food samples are sent to the Preston Laboratory for food testing. The analysis includes testing for food composition and contamination. Samples from food complaints are also submitted for analysis.

Control and investigation of outbreaks and food-related infectious disease

The Food Safety team will investigate food-related infectious disease notifications in accordance with procedures agreed with the Public Health England. The response to notifications of illness will be dependent on the severity of illness ranging from immediate in the case of serious infections e.g. E. coli, typhoid to questionnaires being sent for cases such as campylobacter. The investigation information is sent to Public Health England for all cases except campylobacter. Investigation of outbreaks are in accordance with the Outbreak Control Plan agreed with the Public Health England.

The table below summarises the number of cases notified to Carlisle City Council in 2013/14.

Disease	Number
Campylobacter	132
Salmonella	11
Suspected food poisoning	13
Norovirus	8*
Hepatitis A	0
Shigella Dysentery	2
E. coli 0157	2
Cryptosporidium	14
Giardia Lamblia	2
Other Viral	1
Giardia duodenalis	6

*number of outbreaks e.g. residential homes

2013/14 had a low number of outbreaks, the norovirus (winter vomiting disease) was particularly low compared to previous years with only 8 outbreaks reported in the District.

Food safety incidents

Food alerts are issued by the Food Standards Agency to relate information on national food issues to local authorities, the majority being for information only. Food alerts for action require officers to undertake a wide variety of courses of action dependent upon the issue at hand. In 2013/14 there were 9 food alerts requiring action that were dealt with by the food team.

Liaison with other organisations

Environmental Health involves a number of stakeholders in the supply and operation of its food hygiene services including:

- Public Health England
- The County Council's Public Health and Trading Standards Departments
- Cumbria Food Liaison Group
- Cumbria Health Protection Liaison Group
- The Care Quality Commission
- Cumbria Chamber of Commerce and the Carlisle and Penrith Federation of Small Business
- Food Standards Agency
- Better Regulation Delivery Office

Food safety and promotions

Carlisle City Council participates in the Food Standards Agency National Food Hygiene Ratings Scheme. The scheme is designed to provide information about business hygiene standards to members of the public but is also a useful tool to drive up performance standards of food businesses. Other promotional initiatives used include: Safer Food Better Business workshops; Local Healthy Options Awards; Food Safety Week; Food hygiene training.

Staffing resource

A structure chart is available on page 20. The number of full time equivalent (FTE) officers estimated to be deployed solely on food safety is set out in the following table:

Officer Post	FTE
Environmental Health Manager	0.3
Principal EHO	0.6
Environmental Health Officer	3.0

Officer development

Competency and continuous professional development requirements for local authority staff engaged in food safety are detailed in section 1 of the Food law Code of Practice (England) April 2014. Training and competency records of all Carlisle City Council officers engaged in food safety are stored and monitored through a record file in the K drive. The Lead Food Officer is required to monitor and report on compliance with our competency requirements.

Quality assessment and performance management

The Principal EHO and the Environmental Health Manager will monitor quality and performance, the flare action code “AGA” should be used to confirm a management audit. The Cumbria Food Safety Technical Working Group will provide peer review for standardised food safety enforcement in the County.

Environmental Health Service Plan 2014 to 2015

Outcome	Key Actions	2013/14 Performance:	Target 2014/15	Progress:
Sustainable Food Chain Healthier lives	Inspect 100% food businesses at intervals in accordance with the Food Standard's Agencies Code of Practice and educate and enforce where necessary.	97%	100%	
	Work toward increasing the number of "broadly compliant" food businesses	93.5%	95%	Corporate Indicator LE050
	Continue to work with and promote the National Food Hygiene Rating System.	Successful transfer. 99% of local authorities in England are in the National Food Hygiene Rating System.	Continued compliance with the Food Standard Agencies branding agreement	Check on: food.gov.uk/ratings
Sustainable Food Chain Healthier lives	To sample foodstuffs for microbiological safety in accordance with local and national need	100% of sampling credits by Public Health England used.	Collect samples as requested by the Public Health England coordinated sampling programme and local samples as determined by risk.	

Environmental Health Service Plan 2014 to 2015

			Continue with the ATP swabbing programme.	
	To actively take part in Cumbria Food Liaison Group plan of work	Full Contribution and Attendance at meetings and development of Action Plan	Full Contribution and Attendance at meetings and development of Action Plan Ensure link to Health and Well being Board obesity agenda – Local Healthy Options Award progress	
	Undertake basic food hygiene training for hard to reach groups	2 training events completed with 100% pass rate	2 training events for hard to reach groups	
	Participate in “public health” related activity as requested by partners such as the County Council, Public Health England and the Food Standards Agency.	Food Safety Week and Healthy Cities initiatives	At least one campaign per year. Food Safety Week 17 June 2014	

Health and Safety Service Plan

Carlisle City Council has responsibility for health, safety and **welfare** regulation at most retail, leisure and **service** businesses. The Health and Safety Executive directs Carlisle City Council on how it undertakes its responsibilities. LAC 67/2 (rev 4) informs the City Council how it should target its inspection and interventions with respect to those activities it regulates. The recent revision of LAC 67/2 will bring a greater number of activities back to requiring proactive inspections.

The City Council's health and safety service is delivered from the 5th Floor of the Civic Centre, Rickergate, Carlisle Tel 01228 817559 Email: Environmentalhealth@carlisle.gov.uk

As of 31st March 2014 a total of 2082 premises are subject to health and safety enforcement by the council.

In addition 43 premises and 243 people are registered to carry out skin piercing activities.

In May 2013 HSE published the National Local Authority Enforcement Code (the Code). The Code was developed in response to the recommendation in "Reclaiming health & safety for all: an independent review of health & safety legislation" by Professor Ragnar Löfstedt for HSE to be given a stronger role in directing Local Authority (LA) health & safety inspection and enforcement activity and as an outcome of the Red Tape Challenge on health and safety.

The Code is designed to ensure that LA health & safety regulators take a more consistent and proportionate approach to their regulatory interventions. It sets out the Government expectations of a risk based approach to targeting. Whilst the primary responsibility for managing health and safety risks lies with the business who creates the risk, LA health & safety regulators have an important role in ensuring the effective and proportionate management of risks, supporting business, protecting their communities and contributing to the wider public health agenda.

Environmental Health Service Plan 2014 to 2015

List of activities/sectors for proactive inspection by LAs – only these activities falling within these sectors or types of organisation should be subject to proactive inspection

No	Hazards	High Risk Sectors	High Risk Activities	Carlisle
1	Legionella infection	Premises with cooling towers/evaporative condensers	Lack of suitable legionella control measures	No LA enforced premises
2	Explosion caused by leaking LPG	Premises (including caravan parks) with buried metal LPG pipework	Buried metal LPG pipe work (For caravan parks to communal/ amenity blocks only)	Will be inspected in accordance with Llard
3	e.coli/cryptosporidium infection esp. in children	Open Farms/Animal Visitor Attractions	Lack of suitable micro-organism control measures	Will be inspected
4	Fatalities/injuries resulting from being struck by vehicles	Tyre fitters*/ MVR* (as part of Car Sales) High volume Warehousing/Distribution	Use of two-post vehicle lifts Workplace transport	Will be inspected
5	Fatalities/injuries resulting from falls from height/ amputation and crushing injuries	Industrial retail/wholesale premises e.g. steel stockholders, builders/timber merchants	Workplace transport/work at height/cutting machinery /lifting equipment	Will be inspected
6	Industrial diseases (occupational asthma/deafness)	MVR*(as part of Car Sales) Industrial retail/wholesale premises e.g. steel stockholders, builders/timber merchants	Use of Isocyanate paints Noise and dust	Will be inspected
7	Falls from height	High volume Warehousing/Distribution	Work at height	Will be inspected
8	Crowd control & injuries/fatalities to the	Large scale public events/sports/leisure facilities e.g. motorised leisure pursuits	Inadequate consideration of public safety e.g. poor	Will be inspected

Environmental Health Service Plan 2014 to 2015

	public	including off road vehicles and track days	organisation and/or supervision of high speed or off-road vehicle movements	
9	Carbon monoxide poisoning	Commercial catering premises using solid fuel cooking equipment	Lack of suitable ventilation and/or unsafe appliances	No relevant premises within district
10	Violence at work	Premises with vulnerable working conditions (lone/night working/cash handling e.g. betting shops/off-licences/care settings) and where intelligence indicates that risks are not being effectively managed	Lack of suitable security measures/procedures	Will <u>not</u> be proactively inspected as local intelligence does not suggest risks are poorly managed

National Priorities

National programme of work for the control of legionella
Raising awareness on the duty to manage asbestos
Visitor attractions to prevent or control ill health arising from animal contact
Visits to specified sites as part of the coordinated national Campaign to address LPG underground pipe work in response to the Lord Gill recommendation;
Investigation of incidents and complaints - LAs should use HSEs incident selection criteria and complaint handling to select relevant incidents and

Environmental Health Service Plan 2014 to 2015

complaints
Reactive work only in accordance with the Beauty sector strategy

Local priorities

Skin piercing

Gas safety in catering (follow up from BRDO events)

Outcome	Key Action	2013/14 Performance:	Target 2014/15	Progress:
Healthier lives	Identify those risk activities requiring proactive inspections and develop and implement a proactive inspection strategy.	New	Revised inspection rotas within the Flare database.	
	To review & implement an Alternative Intervention Strategy for those businesses that do not require inspection (in accordance with LAC 67/2 Rev 4 & Cumbria H&SLG)			

Environmental Health Service Plan 2014 to 2015

	Inspect premises and investigate accidents in compliance with legal responsibilities, and educate, encourage and only enforce in line with the Enforcement Policy		Introduce Decision recording Form	
	To contribute & work in partnership by carrying out work as per the Cumbria Health and Safety Liaison Group work plan	<p>Carlisle priorities agreed:</p> <ul style="list-style-type: none"> • Animal contact • Underground LPG storage • Asbestos • Workplace temperatures • Noise at work • Smoking • Warehousing (esp. falls and manual handling) 	Progression of action plan – number of initiatives.	
	Work with the Public Health England to improve the safety of skin piercers in Carlisle.	Joint publicity and leaflet produced for the April North Lakes Tattoo show.	Tattoo Hygiene Rating Scheme	

Environmental Quality Service Plan

Most of the work undertaken by the Environmental Quality Section is directed by the Department of Environment and Rural Affairs (Defra).

Activity	Key Action	2013/14 Performance:	Target 2014/15	Progress
<ul style="list-style-type: none"> • Healthier lives • Clean and safe Neighbourhoods 	Air Quality			
	Review Carlisle's Local Air Quality and prepare an Update and Screening Assessment for submission to DEFRA.	2013 Progress Report Completed and accepted Defra.	2014 Progress Report Completed and submitted to Defra	
	Progress the Air Quality Action Plan for the 6 Air Quality Management Areas.	Action Plan agreed by Defra	JMT Report on the Air Quality Action Plan.	
	Promoting campaign encouraging reducing transport pollutants		Produce a summary of actions progressed in 2013.	No promotions 2013/14

Environmental Health Service Plan 2014 to 2015

<ul style="list-style-type: none"> • Healthier lives • Clean and safe Neighbourhoods 	Local Air Pollution Prevention and Control			
	Inspect 100% of permitted processes in accordance with DEFRA's inspection strategy.	100 % inspection achieved	100% inspection target as per the risk rating.	
	Contaminated Land			
	Address and prioritise contaminated land	Strategy Updated.	Consult on draft Strategy. Executive Report for Contaminated Land Strategy and hardship policy. Work with the Planning Department to ensure housing and other developments only take place on land suitable for use Respond to enquiries regarding possible land contamination	

Environmental Health Service Plan 2014 to 2015

<ul style="list-style-type: none"> • Healthier lives • Clean and safe Neighbourhoods 	Noise and Nuisance			
	Revise strategies for dealing with noise nuisances	Attendance at East and West PSG.	Review the procedure for domestic noise investigations in light of the Antisocial Behaviour Crime and Policing Act 2014. Contribute to webcam open forum for noise.	
	Private Water Supplies			
	Sample and assess 100% of private water supplies in accordance with the DWI Technical Manual.	100%	100%	
	Pest Control	Raised awareness of the service via posters, media releases and leaflets.	Review service in light of reduced staffing.	
	Seagull Control	1. Leaflet Produced 2. Premises where	Review areas identified and Notices.	

Environmental Health Service Plan 2014 to 2015

		roosting was a concern identified and 34 written to. 6 Abatement Notices Served 3. Press releases	Promote proofing and good house keeping.	
	Licensed Premises			
	Review the web information on application for licences.		Deliver the report on the Further amendments to be made re new Mobile Homes Act 2013 and the Mobile Homes site rules Regulations 2014 (come into force on 4/2/14)	
	Dog Warden			
		Charging review completed.	Review 2 nd offence fees and use of Dogs off Lead Control Orders. Benchmarking and Tender process.	
	Cumbria Environmental Protection Technical Working Group.	Full Contribution and attendance at meetings and development of Action Plan.	Action planning, emerging Issues peer review and regional consistency.	

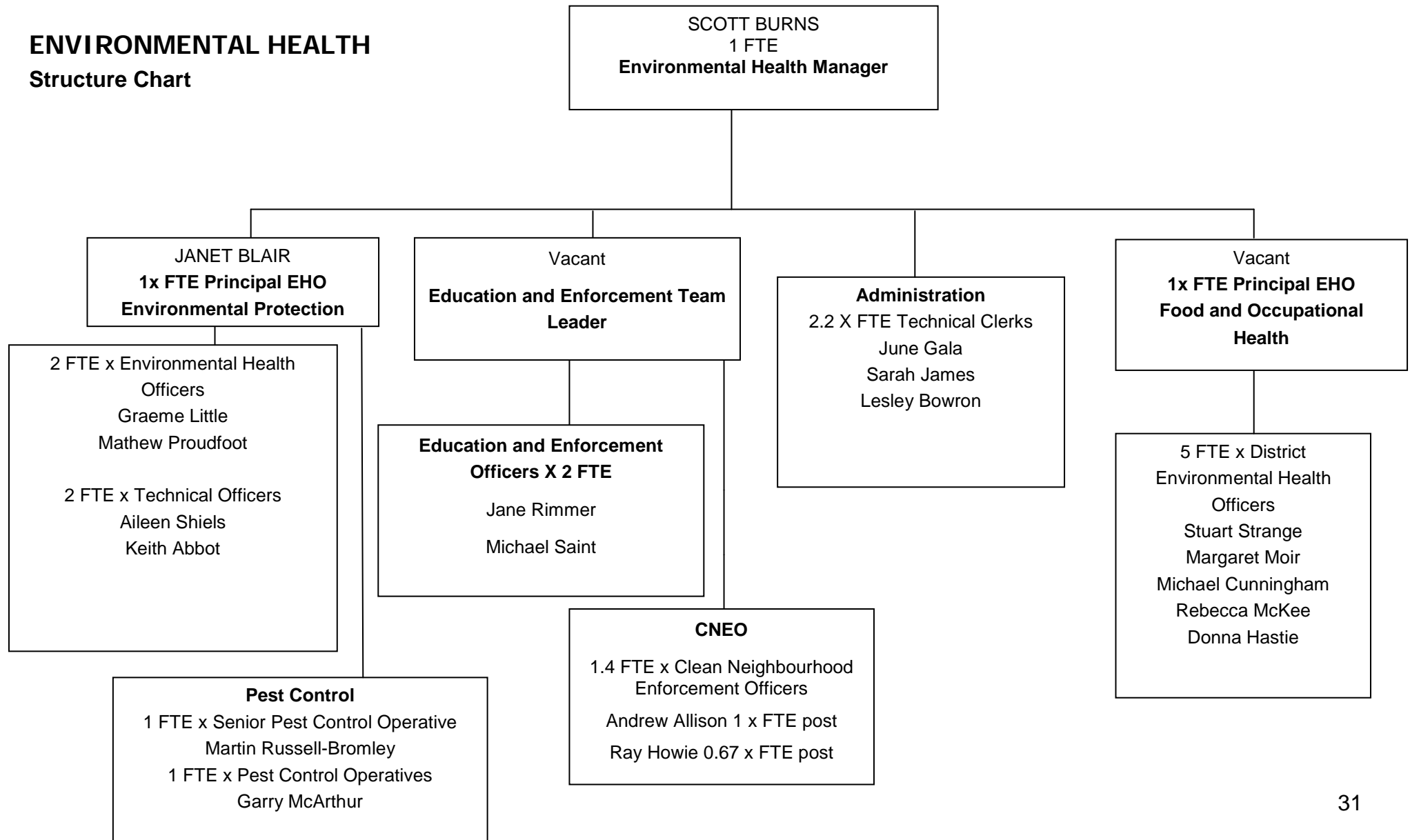
Education and Enforcement Teams Enforcement Plan

Activity	Key Action	2013/14 Performance:	Target 2014/15	Progress:
<ul style="list-style-type: none"> • Clean and safe Neighbourhoods • Healthier lives 	Progress the Clean Neighbourhood Enforcement Plan	<p>2013/14 Enforcement Plan produced and followed.</p> <p>FPN's issued 43 dog fouling, 42, littering, 12 dogs off leads, 8 waste receptacles, 8 fly posting, 1 failure to produce a waste transfer note</p> <p>Prosecutions – 2 fly tipping, 1 littering, 8 dog fouling, 5 dogs off leads, 1 waste receptacles,</p>	<p>Reduction in dog fouling incidents and complaints compared to 2011/12 benchmark.</p> <p>JMT report on the 2 year Clean Up Carlisle Initiative.</p>	
	Deliver a Educational Campaign for dog fouling and littering	<p>3,000 primary children delivered educational message plus 420 year 7's, 2 out of the three schools involved</p> <p>250 dogs micro chipped</p>	Produce an Educational Action Plan	

Environmental Health Service Plan 2014 to 2015

	Review and update policies.	Reviewed the procedures for dealing with Graffiti offences. Abandoned Vehicles came into the Team.	Review Control Orders in light of the Antisocial Behaviour Crime and Policing Act 2014.	
	Develop a strategy with partner organisations to tackle environmental crimes.		Attend PSG East and West and CD&ASB – continue to develop partnership working with Riverside and Impact	
	CCTV		Produce working procedures for the revised CCTV System Assist in the transfer to the County Wide CCTV and the City Centre Wi-Fi initiatives.	

ENVIRONMENTAL HEALTH
Structure Chart



EXCERPT FROM THE MINUTES OF THE EXECUTIVE HELD ON 23 JUNE 2014

EX.57/14 FOOD LAW ENFORCEMENT SERVICE PLAN
(Key Decision – KD.05/14)

Portfolio Environment and Transport

Relevant Overview and Scrutiny Panel Community

Subject Matter

The Deputy Leader, and Environment and Transport Portfolio Holder submitted report LE.02/14 presenting the Food Law Enforcement Service Plan, which set out how the Environmental Health Service would deploy its resources in 2014 to 2015 to improve hygiene standards, prevent food borne diseases and help people live healthier lives.

She explained that the Plan linked to the key priority actions of the Council's Carlisle Plan and also sought to direct resources into achieving the priority outcomes for regulatory services as detailed in the Better Regulation Delivery Office document "Priority Regulatory Outcomes – A New Approach to Refreshing the National Enforcement Priorities for Local Authority Services" (November 2011).

In improving food standards the Environmental Health Service was contributing towards ensuring a safe, healthy and sustainable food chain for the benefit of consumers. Service Plans were an important part of the process to ensure that national priorities and standards were addressed and delivered locally.

The Deputy Leader, and Environment and Transport Portfolio Holder informed Members that, although the Food Standards Agency's Food Law Codes of Practice detailed national food policy, they did afford local authorities flexibility over how to deliver the national food controls. She added that the Plan set out how and at what level official food controls would be provided in accordance with the Codes of Practice.

The Framework Agreement on Official Feed and Food Controls by Local Authorities (2010) recommended that food service plans were approved at the relevant level established for that authority with a view to ensuring local transparency and accountability, and to show the Service's contribution to the authority's Carlisle Plan.

In conclusion the Deputy Leader, and Environment and Transport Portfolio Holder requested that the Executive agree the recommendations as detailed in the report, which course of action was seconded by the Leader.

Summary of options rejected None

DECISION

That the Executive:

1. Agreed the key actions of the Environmental Health Service Plan with respect to Food Safety.
2. Referred the said plans to Council for approval in accordance with the Council's Budget and Policy Framework.

Reasons for Decision

The recommended key actions have been identified following consultation and reflected the resources available to the Environmental Health Service in the financial year 2014 to 2015.

**EXCERPT FROM THE MINUTES OF THE
COMMUNITY OVERVIEW AND SCRUTINY PANEL
HELD ON 31 JULY 2014**

COSP.47/14 FOOD LAW ENFORCEMENT SERVICE PLAN

The Food Law Enforcement Service Plan had been circulated for information.

EXCERPT FROM THE MINUTES OF THE EXECUTIVE HELD ON 18 AUGUST 2014

EX.77/14 **FOOD LAW ENFORCEMENT SERVICE PLAN
(Key Decision – KD.05/14)

(In accordance with Paragraph 15(i) of the Overview and Scrutiny Procedure Rules, the Deputy Mayor had agreed that call-in procedures should not be applied to this item)

Portfolio Environment and Transport

Relevant Overview and Scrutiny Panel Community

Subject Matter

Pursuant to Minute EX.57/14, the Deputy Leader, and Environment and Transport Portfolio Holder submitted report LE.14/14 presenting the Food Law Enforcement Service Plan, which set out how the Environmental Health Service would deploy its resources in 2014 to 2015 to improve hygiene standards, prevent food borne diseases and help people live healthier lives.

The Deputy Leader reiterated that the Plan linked to the key priority actions of the Council's Carlisle Plan and also sought to direct resources into achieving the priority outcomes for regulatory services as detailed in the Better Regulation Delivery Office document "Priority Regulatory Outcomes – A New Approach to Refreshing the National Enforcement Priorities for Local Authority Services" (November 2011). In improving food standards the Environmental Health Service was contributing towards ensuring a safe, healthy and sustainable food chain for the benefit of consumers. Service Plans were an important part of the process to ensure that national priorities and standards were addressed and delivered locally, and she recommended that all Members of the City Council read the document.

Although the Food Standards Agency's Food Law Codes of Practice detailed national food policy, they did afford local authorities flexibility over how to deliver the national food controls. The Plan set out how and at what level official food controls would be provided in accordance with the Codes of Practice.

The Framework Agreement on Official Feed and Food Controls by Local Authorities (2010) recommended that food service plans were approved at the relevant level established for that authority with a view to ensuring local transparency and accountability, and to show the Service's contribution to the authority's Carlisle Plan.

The Community Overview and Scrutiny Panel had received a report on the matter for information on 31 July 2014.

The Deputy Leader complimented members of staff within Environmental Services for drawing up the document, and for their work which safeguarded local communities.

In conclusion the Deputy Leader, and Environment and Transport Portfolio Holder requested that the Executive agree the recommendations as detailed in the report, which course of action was seconded by the Leader.

Summary of options rejected None

DECISION

That the Executive:

1. Agreed the key actions of the Environmental Health Service Plan with respect to Food Safety.
2. Referred the said plans to Council for approval in accordance with the Council's Budget and Policy Framework.

Reasons for Decision

The recommended key actions had been identified following consultation and reflected the resources available to the Environmental Health Service in the financial year 2014 to 2015