

Food & Feed Service Plan

2019/2020



People Services

Health and Well Being Division

CONTENTS

PAGE	TITLE
3	Introduction
4	Service Aims and Objectives
5	Scope of the Food & Feed Service
9	Service Delivery 2019-20
9	Food Hygiene
17	Food Standards
22	Animal Feed
24	Challenges for Dudley MBC Food & Feed Law Enforcement Service in 2019-20 & beyond
27	Resources
28	Staffing Allocation
29	Miscellaneous Resources
30	Staff Development
31	Quality Assessment
32	Service Review 2018-19
39	Appendix 1- Contribution to Council and Directorate priorities
40	Appendix 2- Dudley MBC profile

Introduction

The Food Standards Agency's Framework Agreement on Official Feed and Food Controls by Local Authorities (April 2010) requires a local authority to produce a food service plan and an animal feed service plan and stipulates what information must be contained within the plans. This document is a combined food and feed service plan and forms part of the Delivery Plans of the Environmental Health and Trading Standards Service within the Health & Well Being Division of the People Services Directorate and must be approved by senior managers and/or members.

It is recommended that the service plan should contain details concerning the authority's area and the organisation of the authority and associated council plans. Information relating to these areas is contained in Appendix 1 and 2.

Since April 2015, the food safety & hygiene service and the food standards service within Dudley has been provided as a holistic service by officers on the Food team, forming part of the Food and Trading Standards service, with food standards transferring from Trading Standards to the food team. This has resulted in a more efficient service as food hygiene and food standards inspections can be combined into a single visit. Feed law enforcement, involving controls on hygiene, composition, labelling and safety of animal feed, however remains as a Trading Standards function due to the baseline qualifications for officers undertaking this work being a trading standards qualification.

The manager with overall responsibility for delivery of official feed and food control within Dudley MBC is Dolores Nellany, Public Protection Manager (Food and Trading Standards), assisted by the Lead Officer for food hygiene and food standards, Paul Evans, Principal Environmental Health Officer, and the Lead Officer for feed enforcement, Laura Reuben, Principal Trading Standards Officer.

The Food & Feed Service Plan is presented annually to elected members of the Cabinet for endorsement, followed by referral to full Council for approval. Performance against the Plan is monitored quarterly by the section manager and reported to senior management.

Service Aims and Objectives

The Authority's aim, through the Cabinet priorities and Council Plan, is to make Dudley Borough a high quality place to live, work and spend leisure time for all of our residents and visitors by supporting a thriving local enterprise economy through effective regulation and ensuring access to safe food.

Aims	Objectives
<ul style="list-style-type: none"> • To enforce and ensure compliance with Food Hygiene, Food Standards and Animal Feed legislation. • To ensure food offered or exposed for sale is fit for human consumption and to expedite the removal of hazardous/risk product from the food chain. • To work to prevent avoidable illness and reduce the spread of communicable disease within the Borough. • To ensure food offered or exposed for sale is fit for human consumption and to expedite the removal of hazardous/risk product from the food chain. • To improve and sustain the health of the local people in the borough by contributing to objectives within public health strategy including the prevention of obesity. • To contribute to the key aims of the Government's "Food 2030" Strategy by protecting food safety, promoting healthy eating and promoting sustainability in food production. • To contribute to the Food Standards Agency Strategy 2015-20 "Food We Can Trust" key priorities and themes. Consumer rights in relation to food is defined as "Food is safe and what it says it is and we can afford enough of it for a healthy life and have choices about what we eat now and in the future". • To ensure that animal feed which is fed to food producing animals produces no risk to animal health and to human health upon consumption. 	<ul style="list-style-type: none"> • To carry out a programme of routine inspection of food premises to provide advice and assistance in complying with legislation. • To investigate where appropriate cases of communicable disease, including the investigation of practices and processes identified as sources of infection at commercial premises. • To investigate service requests relating to food and the conditions of food premises and where appropriate prepare reports for prosecution. • To take emergency action to close food businesses where there is an imminent risk to the public (e.g. rodent infestations) • To raise awareness of the food hygiene and safety performance of food businesses with consumers through the Food Hygiene Rating Scheme. • To implement procedures to ensure compliance with the Food Standards Agency Framework Agreement. • To produce and undertake a food sampling programme and to undertake reactive sampling as required in connection with outbreaks/service requests. • To ensure that all food service work is carried out in accordance with relevant codes of practice, quality systems and the division's enforcement policy. • To encourage food businesses to apply for and gain the Dudley Food for Health Award. • To carry out a risk based programme of controls to ensure animal feed is prepared in hygienic premises, is correctly labelled and does not contain undesirable substances.

Scope of the Food and Feed service

	Food Hygiene Service	Food Standards Service	Animal Feed Service
Officer Establishment	<ul style="list-style-type: none"> • 1 Principal EHO (with lead for food safety and food standards) • 9.2 FTE (Full Time Equivalent) Environmental Health Officers (EHOs) • 0.7 FTE Food Safety Officers 		<ul style="list-style-type: none"> • 1 Principal TSO (with lead for feed enforcement) • 2.4 FTE TSOs <p>(However only a small fraction of time spent on feed work). 1 FTE TSO vacant from May 2019.</p>
Responsibilities of the Food & Feed Service	<ul style="list-style-type: none"> • Food safety and hygiene legislation enforcement • Issues relating to the premises, practices and conditions under which food is prepared stored and handled. • Food sampling for microbiological examination • The investigation of cases of food borne infectious disease, to identify its source and prevent further cases. • Reactive investigations into unsafe food & extrinsic foreign bodies • To register or approve food premises as legislation requires. 	<ul style="list-style-type: none"> • Food Standards legislation enforcement • All regulations relating to the manner of marking and labelling of food, including labelling requirements of regulations relating to specific foods (but not weight). • Food composition • Food sampling for analysis • Issues in relation to food not of the quality, nature or substance demanded under Section 14 of the Food Safety Act (FSA) 1990. • Issues relating to food that is falsely described or presented in contravention of Section 15 of the Food Safety Act 1990. 	<ul style="list-style-type: none"> • Animal feed legislation enforcement, including Agriculture Act 1970 and associated regulations • Registration and/or approval of animal feed premises • Hygiene in animal feed production • Animal feed composition & labelling • Animal feed sampling
Additional non Food & Feed responsibilities	<ul style="list-style-type: none"> • Proactive Health and Safety relating to local authority enforced food premises when premises visited for food safety • Exhumations supervision • Water safety & quality including domestic premises • Smoke free compliance and enforcement 		<ul style="list-style-type: none"> • Weights and measures legislation • Consumer protection legislation • Door step crime/rogue traders • Underage sales legislation • Civil law advice service • Product safety • Business inspection & advice.

	Food Hygiene Service	Food Standards Service	Animal Feed Service
Enforcement Policy	An Enforcement Policy has been produced which has been consulted on and endorsed by elected members. The current Enforcement Policy (January 2016) is the Black Country Local Authorities Enforcement Policy, shared with Sandwell, Wolverhampton and Walsall Councils, and forms part of the Black Country Regulators Operating Framework, along with the Regulators and Business Charter and the Black Country Local Authorities Service Standards. This policy is under review at the beginning of 2019-20. http://www.dudley.gov.uk/business/environmental-health/enforcement-policy-and-charter/		
Number of Food & Feed Premises by Risk.	<p>The number of premises in each category for food hygiene/safety as of 1st April 2019 is as follows:</p> <ul style="list-style-type: none"> • Category A 5 • Category B 124 • Category C 538 • Category D 782 • Category E 868 • Unrated 34 <p style="text-align: right;">Total 2,351</p>	<p>The number of premises in each category for food standards as of 1st April 2019 is as follows:</p> <ul style="list-style-type: none"> • High (Cat A) 11 • Medium (Cat B) 855 • Low (Cat C) 576 • Unrated 912* <p style="text-align: right;">Total 2,354*</p> <p>*Please note that food standards unrated figures are based on a new database since April 2015 and many of these premises would have been rated previously using the national trading standards rating scheme whose ratings are not transferable to the M3 Northgate FSA Code of Practice rating scheme.</p>	<p>The number of premises in each category for feed standards as of 1st April 2019 is as follows:</p> <ul style="list-style-type: none"> • Category A- 0 • Category B- 4 • Category C- 0 • Category D- 18 • Category E- 21 • Unrated- 7 <p style="text-align: right;">Total 50</p>
Details of Food & Feed Premises Risk Assessment	<p>Each food premises is risked in accordance with the FSA Code of Practice risk assessment.</p> <p>Category A: 6 months Category B: 12 months Category C: 18 months Category D: 2 years Category E: 3 years or can be subjected to Alternative Enforcement Strategy (AES).</p>	<p>From April 2015, the Food Standards Agency Code of Practice food standards scoring scheme has been used to replace the National Trading Standards Board scheme previously used:</p> <p>Category A (High risk): 12 months Category B (Medium risk): 24 months Category C (Low risk): Intervention or Alternative Enforcement Strategy every 5 years.</p>	<p>From April 2015, the FSA Feed Code of Practice risk assessment scheme has been used:</p> <p>Category A: 12 months Category B: 24 months Category C: 36 months Category D: 48 months Category E: 60 months</p>

	Food Hygiene Service	Food Standards Service	Animal Feed Service
<p>Type of Food & Feed Premises</p>	<p>Categorisation of food premises according to Food Standards Agency (FSA) type is as follows:</p> <ul style="list-style-type: none"> 31 Manufacturers/Producers 44 Distributors/Transporters 392 Small retailers 84 Supermarkets 148 Other retailers 373 Restaurants & Cafes 305 Pubs/Clubs 15 Hotels/Guest Houses 271 Takeaways 127 Schools/Colleges 256 Caring establishments 216 Other caterers 89 Mobile traders <p>There are currently 17 premises approved under Regulation EC No. 853/2004. Approval rather than registration is required where businesses manufacture, re-wrap or store high risk foods, such as meat and dairy products, to be supplied to retailers and caterers rather than direct to consumers. 8 approved premises are approved as stand alone cold stores where wrapped meat and dairy products are stored and handled. 5 are rated as Category E (lowest risk) and 3 as Category D. Nine approved premises are manufacturers or processors of high risk foods such as meat products, dairy products, and meat preparations, broken down as follows:</p> <ul style="list-style-type: none"> • 4 meat product manufacturers, producing ready to eats foods 	<p>**As for Food Hygiene Service, plus the local authority is responsible for food standards enforcement at 2 slaughter houses and one meat cutting premises in the borough which come under the Food Standards Agency for food hygiene enforcement.</p>	<p>Categorisation of premises using Feed Code of Practice types is as follows:</p> <ul style="list-style-type: none"> 2 Manufacturers of additives 2 Pet food manufacturers 1 Compound feed supplier 1 Storage of feed products 6 Co-product suppliers 3 Livestock Farms (on farm mixers of feed) 2 Livestock Farms (no feed mixing) 33 Suppliers of surplus food (Supermarkets supplying food into the feed chain)

	Food Hygiene Service	Food Standards Service	Animal Feed Service
Type of Food & Feed Premises (continued)	<p>containing meat, cooking of meat such as hams or the making of meat products such as pies and faggots. All 4 manufacturers are rated as Category B requiring inspections at least annually.</p> <ul style="list-style-type: none"> • 1 dairy processor, cutting cheeses for wholesale distribution- rated as Cat B. • 2 bacon manufacturers- rated as Cat C and Cat D. • 1 meat preparations manufacturers making raw meat preparations- rated as Cat D. • One meat cutting premises- rated as Cat D. <p>Approved premises, other than stand alone cold stores, are resource intensive, requiring an extensive approval process, more frequent and detailed inspections and resources to deal with home authority referrals where products are distributed regionally and nationally. Additionally there is a need for ongoing specialist training for officers who inspect approved premises.</p>		
Service Delivery points	The service is located at 3-5 St James Road, Dudley, DY1 1HZ since September 2017. However, the business support services, including post, and the public reception remains at the nearby building at 4 Ednam Road, Dudley, DY1 1HL which remains as the postal address for the food and feed service.		
Hours of Opening	<ul style="list-style-type: none"> • Monday to Friday 9.00am to 5.00pm 		
Telephone numbers	<ul style="list-style-type: none"> • First line call handling is carried out by Dudley Council Plus (DCP) on 0300 555 2345 • Out of hours emergency calls are received by the Council's emergency number 0300 555 8181 or DCP number 0300 555 2345 and diverted to the 24 hour service 		
E mail	Food.DUE@dudley.gov.uk		tsonline@dudley.gov.uk
website	<ul style="list-style-type: none"> • www.dudley.gov.uk/foodsafety 		

Service Delivery 2019/2020

Detailed below are the planned activities for the Food and Feed Service in 2019/2020

FOOD HYGIENE			
Activity	Delivery	Resources available (FTE staff)	Comments
<p>Planned Interventions Programme</p>	<p>Target is to visit 100% of Cat A-C (435 premises), 100% of Cat D (343 premises) and 50% Cat E (171) due for inspection plus all unrated/new premises (approx. 240 premises).</p> <p>The number of planned inspections in 2019-20 is therefore 1189*.</p> <p>Premises are risk assessed in compliance with the FSA system and are split into categories ranging from A to E. Annual strategy for Cat D & E may vary- see comment (i).</p> <p>The inspection programme to be carried out is split between categories as follows: Category A: 10 Category B: 124 Category C: 301 Category D: 343 Category E: 171 New premises: approx 240 Total: 1189 inspections to be carried out in 2019-20.</p> <p>Additionally, 50% (172 premises) due Cat Es will be subjected to interventions under an AES (Alternative Intervention Strategy) in 2019-20, enabling a potential</p>	<p>5.8 FTE (includes 5.5 FTE for interventions, 0.3 FTE for training & development)</p>	<p>* These figures can only be estimated as they include new food businesses which under FSA reporting are included in the programme as due inspections. It is not possible to estimate how many new businesses will register each year but there has been a growth in new small food businesses year on year.</p> <p>(i) Strategy for Category D & E low risk food establishments: On an annual basis during service planning, a decision is made, taking into account resources and priorities, as to whether to include in the planned interventions programme or whether to use non official controls for some Cat D premises and/or an alternative enforcement strategy (AES) for Cat E premises. Some Cat D food premises can receive interventions which are official and non official controls alternatively but those handling open high risk food with 20 or more patrons/day must be subjected to full or partial inspections or audit under the revised Code of Practice. Non official interventions include information and intelligence gathering.</p> <p>(ii) Planned interventions of premises which trade outside normal office hours (e.g. evening opening restaurants and takeaways, weekend markets)</p>

FOOD HYGIENE

Activity	Delivery	Resources available (FTE staff)	Comments
<p>Planned Interventions Programme (continued)</p>	<p>100% achievement of Cat E Interventions by 31/03/2020.</p> <p>In 2018-19, the backlog of Cat D and E premises rolled over from the previous years was significantly reduced due to an officer overtime project for Cat Ds and the bringing in of an additional technical officer resource in quarters 3 & 4 to complete AES for Cat Es. This should enable the whole due programme to be delivered in 2019-20.</p> <p>For premises which operate outside of normal office hours, inspections or interventions will be carried out when the business is trading. See comment (ii).</p> <p>It is anticipated that approx 250 revisits to carry out enforcement will be undertaken in 19/20, including a small number of re-visit requests under the Food Hygiene Rating Scheme (FHRS). See comment (iii)</p> <p>Priorities for 2019-20:</p> <ol style="list-style-type: none"> 1. Continuing to support food business proprietors to produce documented food safety management systems such as Safer Food Better Business (SFBB) to enable them to comply with The Food Safety and Hygiene (England) Regulations 2013. 2. Sustaining the improvement in the proportion of food premises broadly compliant with food hygiene legislation at target 90% or above. 3. Continuing to use the alternative interventions strategy in the Food Code of Practice to give 	<p>5.8 FTE (includes 5.5 FTE for interventions, 0.3 FTE for training & development)</p>	<p>routinely take place out of normal office hours when these food businesses are trading.</p> <p>(iii) Re-visits and enforcement are required to be carried out for all premises which do not achieve a broadly compliant rating. This is approx 250 re-visits per year to premises due but some premises will require more than one re-visit so numbers are difficult to predict. Enforcement options range from informal enforcement, through formal enforcement including service of notices and /or prosecution in line with the Enforcement Policy. Also under FHRS, re-visits requests to review the rating also have to be accommodated. Since October 2016 a charge has been introduced for all requests for re-visits to revise food hygiene ratings where a proprietor seeks a revised rating prior to the next due inspection (approx 20/year requests received). The current charge is £172.70.</p> <p>(iv) Planned interventions strategy for 2019-20: All Cat A premises, all butchers' shops and all approved premises to receive full inspection. Fully compliant Cat B-D premises to alternate between full and themed* inspection. Broadly compliant Cat B- D to alternate between full and partial inspections. Non compliant premises to receive full inspection. Partial inspections to cover elements on previous inspection which did not score in top 2 bands of rating for structure, food hygiene compliance or management assessment.</p>

FOOD HYGIENE			
Activity	Delivery	Resources available (FTE staff)	Comments
Planned Interventions Programme (cont'd)	<p>greater focus on premises with ratings of zero to 2. (i.e. not broadly compliant). Premises with ratings of 3 to 5 may receive themed or partial inspections See comment (iv).</p> <ol style="list-style-type: none"> 4. Continuing to publish the results of food hygiene inspections fortnightly on the national website at www.food.gov.uk/ratings and via a direct link to the Dudley data from the Council's website. 5. Ensuring compliance with the FSA Brand Standard on the Food Hygiene Rating Scheme (FHRS) including dealing with appeals, right to replies and re-visit requests from businesses. 6. Continuing surveillance for premises requiring approval under Regulation (EC) NO. 853/2004, e.g. meat products manufacturers. 7. Continuing surveillance for Imported Food. 8. Surveillance for new food businesses that require registration and inspection. See comment (v). 9. Ensuring food businesses are aware of and follow updated 2019 FSA guidance on preventing E. Coli contamination, focussing particularly on premises where raw and cooked meats are handled, e.g. butchers, caterers. 10. Ensuring food business have adequate allergens management processes in place as part of their documented food safety management systems, including prevention of cross contamination. 	<p>5.8 FTE (includes 5.5 FTE for interventions, 0.3 FTE for training & development)</p>	<p>N.B. If new proprietor or any fall in standards from previous inspection, then full inspection will be carried out. * Themed inspections in 2019-20 will be based on allergens management, including prevention of cross contamination and the production of satisfactory documented management procedures</p> <p>(v) Unregistered businesses are detected through intelligence and surveillance and through information from other council services, such as planning and building control. At initial inspection, new businesses are rated in accordance with the Code of Practice and included in the planned intervention programme.</p>

FOOD HYGIENE			
Activity	Delivery	Resources available (FTE staff)	Comments
Planned Interventions Programme (cont'd)	<p>11. Providing advice and guidance to food businesses who import and/or export food on updated requirements as a result of Brexit, including the provision of health certificates for export to EU countries.</p> <p>12. Ensuring officer powers and warrants cards are updated for revised legislation under the EU Withdrawal Act to cover all powers needed for enforcement after Brexit.</p>		
Complaints	Using previous years as a guide it is anticipated that the service will receive approx. 120 food complaints and 300 complaints relating to hygiene or condition of food premises.	0.8 FTE	All complaints will be investigated in compliance with current quality procedures and enforcement policy. Anonymous complaints will be dealt with on a risk assessment basis.
Home Authority Principle & Primary Authority Scheme	The Home Authority (HA) principle is operated for all referrals from other authorities. There are currently no Primary Authority Partnerships whereby there is a formal agreement to act as the lead authority nationally in advising a food business on compliance with the legislation. However the authority is open to such an invite and has introduced the Primary Authority Scheme into agreed fees and charges on a cost recovery basis.	Included in complaints	There are conditions on LAs implementing enforcement action against companies with a Primary Authority agreement which requires a notification to seek agreement from the Primary Authority. To act as Primary Authority for a Dudley based food business would impact to some extent on resources available for other priorities; but there is scope for charging for this service.
Advice to Business	<p>Approx 400 food hygiene and safety advice requests are expected to be received.</p> <p>The Food Standards Agency SFBB packs for small businesses are available to download from the FSA website.</p>	Included in 0.8 FTE for complaints	<p>There is a charge for bespoke business advice of more than one hour introduced in April 2017.</p> <p>New & existing businesses can be referred to the Black Country Growth Hub for access to advice and support including sources of grant funding, skills training, growth and development.</p>

FOOD HYGIENE			
Activity	Delivery	Resources available (FTE staff)	Comments
Advice to Business (continued)	<p>Safer Food Better Business (SFBB) packs are available in Cantonese and other languages. The SFBB DVDs are available in 16 languages.</p> <p>The Head of Service represents Dudley on the West Midlands Better Business For All (BBfA) partnership between regulatory services, West Midlands Fire and Rescue, the 3 West Midland Growth Hubs and the West Midlands Combined Authority (WMCA), as well as business representation and the Chamber of Commerce.</p>		
Food sampling	<p>An annual sampling programme is produced for microbiological food samples to be taken for examination, to include local priorities and cross regional and national surveys.</p> <p>Approx. 312 microbiological examinations will be carried out under the allocation from Public Health England and couriered to the PHE Laboratory in Collindale, London.</p> <p>Sampling in relation to food complaints (such as foreign bodies, chemical contamination or undercooking) will be carried out as necessary via an arrangement with the public analyst at Public Analyst Scientific Services Ltd based in Wolverhampton (approx 10 complaints a year sent for analysis).</p>	<p>0.3 FTE</p> <p>Samples have to be purchased from premises and disposable & sterile sampling equipment purchased.</p>	<p>Samples taken will include samples taken as part of regional and national sampling projects led by Food Standards Agency (FSA) or Public Health England (PHE).</p> <p>Unsatisfactory samples are followed up with advice and re-sampled as necessary.</p> <p>Sampling numbers may be increased as necessary in the event of outbreaks or food safety incidents occurring and in relation to emerging issues. Sampling Policy is published on the website.</p>
Control & Investigation of food related outbreaks	<p>The estimated number of notified cases of illnesses that may occur is 750 approx, including 420 campylobacters.</p> <p>Salmonella, E.Coli, Shigella, Typhoid and Paratyphoid cases responded to within 24 hours. Hepatitis A within</p>	0.65 FTE	<p>Infectious disease protocol and procedure laid down in conjunction with Public Health England.</p> <p>There has been increased scrutiny by PHE in respect of promptly actioning all cases (except campylobacter) and requirements for completing</p>

FOOD HYGIENE			
Activity	Delivery	Resources available (FTE staff)	Comments
Control & Investigation of food related outbreaks (continued)	<p>2 days.</p> <p>Campylobacter cases are contacted by letter. All risk groups are appropriately advised and all outbreaks investigated.</p> <p>The service will use as appropriate powers contained in Health Protection Regulations to deal with health risks associated with an “all hazards” approach, not just disease. See Comment (i)</p>	0.65 FTE	<p>more in-depth investigation forms.</p> <p>There has been an increase of 20% overall in total infectious disease cases in 2018-19. Cases requiring a 1 day response have increased by 20% largely due to the advent of PCR reporting at Russells Hall Hospital detecting non STEC E.coli. The 20% rise in Campylobacter notifications mirrors the national picture; suggested reasons include the warm prolonged summer weather in 2018.</p> <p>Outbreaks are difficult to predict so figures may vary.</p> <p>(i) Health Protection legislation can now be used to deal with chemical and radiological hazards as well as a range of diseases, not just food poisoning. LA powers include the exclusion of children from school (previously a Consultant in Communicable Disease (CCDC) power) and power to apply to a JP for a Part 2A order for wide ranging health protection measures.</p>
Food Safety Incidents	<p>It is anticipated that approx. 75 food alerts (not including allergy alerts) will be notified in 19/20 with approx 10 requiring action.</p> <p>Food Alerts are received via ehcnnet.</p>	0.05 FTE	<p>Procedure to deal with food incidents & hazards in place in compliance with Code of Practice.</p> <p>N.B. Resources required to deal with incidents are difficult to predict. Dealing with a large scale incident would detract food officer resources away from the planned inspection programme.</p>

FOOD HYGIENE			
Activity	Delivery	Resources available (FTE staff)	Comments
Liaison with other authorities	<p>The service actively participates in and works with various groups including</p> <ul style="list-style-type: none"> • Central England Authorities Food Liaison Group • The Food Standards Agency (FSA). Regular communication is held with the Food Standards Agency via the EHCnet system for food safety matters. The statutory return to the Food Standards Agency (LAEMS) for food hygiene is made annually. • Public Health England • Dudley Health Protection Forum • Black Country Local Enterprise Partnership. A Black Country Regulators* Framework was agreed in January 2016 to include a Regulator and Business Charter, Enforcement Policy and Service Standards (currently under review) <p>Officers are in regular communication with:</p> <ul style="list-style-type: none"> • The Consultant in Health Protection /Consultant in Communicable Disease Control (CCDC) • Community Infection Control Nurses • Water companies supplying Dudley borough. <p>Consultation processes via the Food Standards Agency on food safety and hygiene matters and other agencies (e.g. Defra) will be responded to either independently or as part of the Food Liaison Group.</p>	<p>0.8 FTE (includes all liaison & management)</p> <p>0.8 FTE (includes all liaison & management)</p>	<p>* Black Country Local Authorities are Dudley, Sandwell, Walsall and Wolverhampton Councils.</p>

FOOD HYGIENE			
Activity	Delivery	Resources available (FTE staff)	Comments
Promotion & Education & other non official controls interventions	<p>In conjunction with the Office of Public Health team the Dudley Food for Health Award (DFFHA) encourages premises to provide a healthy eating choice whilst complying with food hygiene regulations.</p> <p>The target for 2019-20 is 60 businesses to achieve the award under the new scheme (renewals and new premises) involving self assessment & verification. See comment (i). Press releases will continue to be issued to report on public interest information, e.g. outcomes of prosecutions.</p> <p>The Food Service Plan will, as in previous years, be reported to members and published on the Council's website.</p> <p>Continuing use of the website to publish advice and assistance on food matters for businesses and members of the public is important. All correspondence contains short cuts to relevant web addresses.</p> <p>Twitter is used to disseminate public information messages on food safety.</p> <p>Food Safety Week in 2019 may be participated in, subject to resources. The dates and theme are not yet known, hence exact contribution not yet determined.</p>	0.1 FTE	(i) From July 2019, the process will be streamlined with food officers advising businesses on all aspects of the award at due inspections and businesses submitting self assessments via the Lets Get website which generate the nutritional recommendations, which will be supported by a training package for businesses from Public Health. This will involve the need for additional visits by an EHO for verification purposes.

FOOD STANDARDS

Activity	Delivery	Resources available (FTE staff)	Additional resources required	Comments
<p style="text-align: center;">Planned interventions</p>	<p>Target is to inspect 100% (11) Cat A (High risk), 70% partial inspections*(263) Cat B (Medium risk) and 240 unrated premises. Total 514 inspections.</p> <p>*partial inspections will focus on management of allergens</p> <p>N.B. 103 due Cat B premises for food standards are not due for food hygiene inspection in 2019-20, hence, as food hygiene and food standards inspections are combined in a single visit (except for high risk Cat A food standards) these 103 Cat B food standards inspections are not part of the planned programme, although if resources did permit during the year, they would be carried out where possible.</p> <p>Approx 912 food premises are not yet rated for food standards compliance although many of these would have been rated previously using the national trading standards rating scheme whose ratings are not transferable to the M3 Northgate FSA Code of Practice rating scheme. See comment (i). Unrated premises are mainly small catering businesses and retail shops which are lower risk for food hygiene purposes. All food standards issues arising at unrated premises are dealt with appropriately- e.g. consumer complaints &</p>	<p style="text-align: center;">2.0 FTE (includes training & development)</p>	<p style="text-align: center;">2.0 FTE per year</p> <p>Additional officers would be required to clear backlog of approx. 912 food standards inspections in 2 years (2019-2021)</p>	<p>Up until 2015-16, food standards work was located within the Trading Standards service, utilising a separate database. There was insufficient capacity within Trading Standards to inspect premises for food standards apart from high risk premises and a proportion of medium risk. Whilst no additional resources were made available to the food team when food standards work transferred from trading standards in April 2015, the ability to combine food hygiene and food standards visits has resulted in increased food standards work being carried out.</p> <p>In 2019-20, following discussions with the Food Standards Agency, priority is being given to completing 100% of the food hygiene programme, including low risk premises, and there will therefore be some impact on the achievement of the food standards programme for medium risk category B premises. It is possible that capacity will not be available to complete the full programme of 514 inspections planned.</p>

FOOD STANDARDS

Activity	Delivery	Resources available (FTE staff)	Additional resources required	Comments
<p>Planned interventions (continued)</p>	<p>issues arising when visited for food hygiene purposes.</p> <p>Premises will largely be inspected for food standards when visited for due food hygiene inspections, with the exception of high risk premises which will be inspected when due.</p> <p>It is anticipated that up to 10 food standards re-visits will be undertaken in 19/20. Re-visits & enforcement are required for all premises not broadly compliant under the Code of Practice) (i.e. current compliance score of 40 and/or confidence in management score of 30).</p> <p>Catering and takeaway premises will continue to be advised about labelling requirements for allergens when visited for food hygiene inspections and revisits. Enforcement will be carried out where necessary and as a phased approach in line with the Enforcement Policy. The CEnTSA* project on allergens will be participated in (exact details not yet known).</p> <p>Actioning recommendations of the Regional intelligence Profile on Takeaways will also be participated in- exact details not known but will included management of allergens.</p>	<p>2.0 FTE (includes training & development)</p>	<p>2.0 FTE per year</p> <p>Additional officers would be required to clear backlog of approx. 912 food standards inspections in 2 years (2019-2021)</p>	<p>*Central England Trading Standards Authorities</p>

FOOD STANDARDS

Activity	Delivery	Resources available (FTE staff)	Additional resources required	Comments
Planned interventions (continued)	Larger manufacturers are required since December 2016 to declare nutritional information on labelling, hence ensuring the borough's small number of larger manufacturers comply with the new requirements has been a priority and will continue to be so in 2019-20.			
Complaints	Using previous years as a guide it is anticipated that the service will receive 60 complaints on food standards issues relating to food (e.g. labelling, shelf life, composition, presentation).	0.2 FTE	-	All complaints will be investigated in compliance with current quality procedures and enforcement policy Anonymous complaints will be dealt with on a risk assessment basis.
Home Authority Principle & Primary Authority Scheme	The Home Authority (HA) principle is operated for all referrals from other authorities. There are currently no Primary Authority Partnerships whereby there is a formal agreement to act as the lead authority nationally in advising a food business on compliance with the legislation. However the authority is open to such an invite and has introduced the Primary Authority Scheme into agreed fees and charges on a cost recovery basis.	Included in complaints	To act as Primary Authority for a Dudley based food business would impact to some extent on resources available for other priorities; but there is scope for charging for this service.	There are conditions on LAs implementing enforcement action against companies with a Primary Authority agreement which requires a notification to seek agreement from the Primary Authority.

FOOD STANDARDS				
Activity	Delivery	Resources available (FTE staff)	Additional resources required	Comments
Advice to Business	<p>The service responds to 100% requests for advice on food standards matters.</p> <p>Businesses are advised about apparent food standards matters during food hygiene inspections- approx 80 visits per year where food standards advice is given outside of a full food standards inspection.</p> <p>Various materials are available and disseminated to business on food standards matters, e.g. allergens leaflets and information for caterer</p>	Included in interventions	-	<p>There is a charge for bespoke business advice of more than one hour introduced in April 2017.</p> <p>New & existing businesses can be referred to the Black Country Growth Hub for access to advice and support including sources of grant funding, skills training, growth and development.</p>
Food Standards Sampling	<p>An annual sampling programme and plan is produced with a target of 30 food standards samples (for composition, labelling and contamination).</p> <p>Samples will be analysed by the appointed public analyst at Public Analyst Scientific Services Ltd at Wolverhampton.</p>	0.05 FTE	-	<p>CEnTSA regional sampling projects are participated in.</p> <p>In previous years there has been some FSA funding available for food standards sampling for national & regional priorities but not since 2017-18.</p>
Food Standards Incidents	<p>It is anticipated that approx 10 food standards alerts (not including allergy alerts) will be notified in 19/20 with approx 2 requiring action.</p> <p>Approx 125 allergy alerts are expected to be received. All alerts, including allergy alerts, are published on the Council's website.</p>	0.05 FTE	-	<p>Procedure to deal with food incidents & hazards in place in compliance with Code of Practice.</p>

FOOD STANDARDS

Activity	Delivery	Resources available (FTE staff)	Additional resources required	Comments
Liaison with other authorities	<p>The service actively participates in and works with the following groups</p> <ul style="list-style-type: none"> • CEnTSA Protecting the Food Chain Group- see group priorities in comments column • Food Standards Agency. <p>The statutory return to the Food Standards Agency (LAEMS) for food standards is made annually.</p>	<p>0.1 FTE (includes all liaison and management)</p>	<p style="text-align: center;">-</p>	<p>CEnTSA Protecting the Food Chain Group work for 2019-20 includes:</p> <ul style="list-style-type: none"> • An Allergens project • Actioning recommendations of the Takeaways Intelligence profile • Engagement with the FSA's new Food Crime Unit • Prioritising officer training to cover allergens & enforcement options and food supplements & health claims.
Promotion & Education & other non official controls interventions	<p>No specific promotional and educational campaigns in food standards are planned in 2019-20 as it remains a priority to complete 100% of the food hygiene inspection programme, including low risk premises. However emerging issues during the year will be dealt with and use of press releases, the Council's website and social media, such as twitter, will be utilised to disseminate public information.</p>	<p style="text-align: center;">0 FTE</p>	<p style="text-align: center;">-</p>	

ANIMAL FEED			
Activity	Delivery	Resources available (FTE staff)	Comments
Planned Interventions	<p>Target is to inspect 5 suppliers of surplus food & 4 unrated premises- total 9 inspections in 2019-20.</p> <p>Surveillance will be continuing to identify and register new or unregistered premises, through various means, including supermarkets who are suppliers of surplus food identified by food safety staff during food hygiene inspections.</p> <p>Complete competency assessments in animal feed work for one Trading Standards Officer.</p> <p>Competencies are reviewed at staff annual reviews (PRDs).</p>	<p>0.2 FTE*</p> <p>*Includes estimated resources required for all feed enforcement work by 3TSOs and lead officer during the year, including interventions, complaints, sampling, advice to business and reviewing & updating procedures etc. Also includes 4 officers requiring minimum of 10 hours CPD training (Continuing Professional Development) during the year.</p>	<p>In previous years, some feed inspections have been funded by the FSA via a CEnTSA project. 6 inspections are expected to be funded in 2019-20. National Enforcement Priorities for Animal Feed in 2019-20 include a focus on co-products of food industry destined to be used as feed (e.g brewers, distillers and food manufacturers).</p> <p>Two Trading Standards Officers carrying out feed enforcement work have been assessed in accordance with the feed competency requirements of the Feed Code of Practice with a further one to be completed in 2019-20.</p> <p>Registration and enforcement procedures are in place. Procedures are reviewed and updated bi-annually.</p>
Complaints	<p>All complaints and requests for service in relation to animal feed will be responded to. This is likely to be a very small number, estimated at less than 5 requests per year.</p>	<p>Included in interventions FTE as above</p>	<p>A documented feed complaints procedure is in place & updated in 2018-19.</p>
Advice to Business	<p>Businesses will be advised at all visits and requests for business advice up to one hour outside of inspections will be met- this is likely to be a very small number of requests.</p>	<p>Included in interventions FTE as above</p>	

ANIMAL FEED			
Activity	Delivery	Resources available (FTE staff)	Comments
Feed Sampling	<p>Samples will be taken where necessary in relation to reactive complaints.</p> <p>The appointed agricultural analyst is based at Public Analyst Scientific Services Ltd at Wolverhampton.</p> <p>Feed Sampling Policy and procedure in place and this is to be reviewed and updated in 2019-20.</p>	Included in interventions FTE as above	
Feed Incidents	<p>100% response to animal feed alerts for action will be prioritised. This is likely to be a very small number-less than 5 per year.</p> <p>Feed Incidents Contingency Plan and Inspection of Feedingstuffs procedures in place and these will be reviewed and updated in 2019-20.</p>	Included in interventions FTE as above	
Liaison with other authorities	<p>Liaison with the Food Standards Agency on animal feed matters will take place as necessary throughout the year.</p> <p>All meetings and activities of the CEnTSA Feed (part of Protecting the Food Chain) Group will be contributed to & participated in.</p>	Included in interventions FTE as above	
Promotion & Education	No promotional or educational activities for the animal feed service are planned in 2019-20.	0 FTE	

Challenges for Dudley MBC Food & Feed Enforcement Service in 2019-20 and beyond

- Planning for the outcome of the UK's departure from the EU will continue in 2019-20. Currently the potential Brexit date may be the agreed extension date of 31st October 2019; however this is not certain and whilst the risk of a "No Deal" departure has reduced it is still a possibility. Regional risk management planning for a "No Deal" departure has highlighted environmental health as one of the priorities. There could be potential impacts on the food safety inspection programme if increased work to provide health certificates for export to EU countries arises or food consignments coming into the UK via ports are deferred for inspection at the final destination, such as Dudley based cold stores. Should import tariffs be introduced for EU food products, this may result in more food products being imported from outside the EU which will increase food inspection checks required to ensure compliance with UK legislation on safety, composition and labelling. Food businesses in the borough are likely to need extra advice and support which would be a further resource implication. Revised legislation under the Withdrawal Act would need to be sufficient to cover all powers needed for enforcement.
- Continuing to work closely with public health professionals across the Health and Wellbeing service remains a priority with health and wellbeing being embedded in all interactions via staff being trained in MECC (Making Every Contact Count). The EHTS budget has been supported by public health switches whereby public health grant funding now contributes to funding several posts in EHTS, including posts on the food team, thereby maintaining a level of overall resource in terms of staff numbers. In July 2019, the new online Dudley for Health Award scheme will be launched and will be delivered and administered by the food team following technical support from public health in the development of the scheme and website.
- The Food Standards Agency's programme "Regulating Our Future" is making progress and is expected to result in a fundamental redesign of the way in which the regulation of food businesses is delivered in future years with a removal of the reliance on physical inspection and passing the cost of the regulatory system to businesses with the most proactive paying less than those who require a higher level of intervention. During 2019-20, local authorities will be preparing their management information systems for the new digital food registration service and working with food business operators to advise them of the changes. A revised Food Law Code of Practice is also expected in 2019-20 to better align Primary

Authorities with the requirements of the Code and work to pilot national inspection strategies will be commenced. There will also be consultation on a new approach to food standards delivery with consultation and engagement events being participated in.

- In January 2019 the Food Standards Agency contacted Chief Executives of local authorities to request plans to achieve 100% delivery of food hygiene inspection programmes by March 2020. Considerable efforts were made in 2018-19 to deal with a backlog of Category D and E (low risk) premises which has resulted in a more realistically achievable programme for 2019-20. However, any detraction from the routine inspection programme, such as officers being diverted to deal with food poisoning outbreaks or large scale food incidents, which can't be predicted, would inevitably affect 100% achievement of the programme. Additionally, to focus on 100% target for food hygiene interventions, including low risk, does mean less priority being given to the food standards programme, although the strategy for 2019-20 will be to focus on the highest priority of allergen management as part of both food hygiene and food standards interventions.
- The rise in food poisoning notifications will continue to be monitored. The officer resources needed to investigate non STEC E.Coli cases now being identified by new PCR techniques at Russells Hall Hospital has increased, as these cases are potentially serious and often require exclusion from school or work whilst follow up confirmation and clearance is being arranged via Colindale National Reference Laboratory.
- The number of small food businesses changing hands and requiring re-registration and inspection each year remains at a steady high level. 457 new food registrations were received in 2018-19, made up of new start up businesses and those changing hands with new incoming proprietors, offset to some extent by businesses which cease to trade thereby maintaining the number of registered food businesses in the borough at 2,351 in April 2019. This places an extra pressure on the inspection programme in terms of additional inspections required for new starts and businesses changing hands which may not have otherwise have been due for inspection and often will require extra support for new proprietors.
- Assisting new businesses to comply with food hygiene and standards legislation is important but a reduction in resources limits capacity to assist businesses beyond initial start up advice and reactive advice when required. Business advice is a

chargeable service after an initial free hour of advice. There has as yet been no Dudley based businesses seeking a Primary Authority agreement. Dudley is a member of the Better Business For All local partnership between businesses and regulatory services. Increasing emphasis needs to be made on signposting businesses for assistance from partners for services outside of legislation enforced by the food team, such as funding for growth & development, training, HR & employment advice. Partners include the Black Country Growth Hub, the Black Country Chamber of Commerce, ACAS and the newly formed Small Business Commissioner.

- The newly formed West Midlands Better Business For All partnership, made up of the 7 West Midlands local authorities, West Midlands Fire and Rescue, the 3 West Midlands Growth Hubs and the West Midlands Combined Authority (WMCA) supported by OPSS will be developing a work programme to prepare for the Commonwealth Games coming to the region in 2022. The will concentrate on the regulatory input, including food hygiene and standards regulation, that will be needed to ensure that there is a safe and healthy Commonwealth Games, ensuring that compliant businesses can make the most of opportunities presented by the Games and that the games go ahead without incident due to regulatory failures, ensuring consistent standards and creating an experience for the significant number of people who will converge into the region during the Games.
- There still remains a relatively large number of premises unrated for food standards, approximately 912 premises although many of these would have been rated previously using the national trading standards rating scheme whose ratings are not transferable to the M3 Northgate FSA Code of Practice rating scheme. Following the transfer of food standards from trading standards to the environmental health food team in April 2015, the database for food standards has been gradually built up as food standards inspections are being combined with food hygiene inspections. However many of the unrated premises for food standards are retailers who are Category E (lowest risk) for food safety & hygiene purposes and hence are not a priority for visits. High risk premises, including manufacturers, are still a priority as are medium risk premises due for hygiene intervention as well as premises for which complaints arise and catering premises that need to comply with allergen labelling requirements. It should be noted that food standards inspections of manufacturers and approved premises are carried out

when due and increasingly, due to the complexity of these inspections, often need to be visited separately from due food hygiene inspections.

Resources

Detailed below are the financial and staffing resources of the food service

Financial Resources

	Food Service	Animal Feed Service
Staffing	£521,635	
Travel	£3,014	
Phones & Equipment	£4,761	
Sampling Budget	£3,700	
Staff Training	£4,200	
Departmental & Central Service Charges	£88,606	
Income	-£5,000	
Total Budget	£620,916	£11,407

(NB Costs have been calculated based on the re-modelled food service from April 2015, to include 10.9 FTE (including Principal Officer with food lead) staff engaged in food safety and food standards work)

For Feed enforcement, the cost of the service has been worked out based on the estimated resource of 0.2 FTE Trading Standards Officer required to deliver the service planned in 2019-20 in the table on pages 22 - 23, including all on costs.

Staffing Allocation

The information detailed below outlines the staffing arrangements and associated qualifications for the food & feed service. The relevant Food Standards Agency issued Codes of Practice stipulate the qualifications and competencies that officers must possess to carry out food & feed law enforcement. Officers engaged in food enforcement work have undertaken individual officer competency assessments monitored by the Lead Food Officer which are reviewed annually at PRD (Performance Review and Development) interviews. Two new food officers recruited in April 2019 will complete their competency assessment in Quarter 1 of 2019-20. Two of the three trading standards officers engaged in feed enforcement work have completed competency assessments with the remaining officer to do so in Quarter 1 of 2019-20.

Food Service	
Post	Qualification
0.5 FTE Service Manager	Degree in Environmental Health Registered with EHRB*
1 Principal EHO	Degree in Environmental Health Registered with EHRB
9.2 FTE Environmental Health Officers	Degree in Environmental Health Registered with EHRB
0.7 Food Safety Officers	Food Control Certificate, including Food Standards and Food Inspection Modules. Registered with EHRB

* Environmental Health Officers Registration Board

Feed Service	
Post	Qualification
1 Principal TSO (Feed Lead Officer)	Diploma in Trading Standards
2.4 FTE Senior Trading Standards Officers (1FTE post currently vacant)	Diploma in Trading Standards

Miscellaneous Resources for provision of service

	Food Safety, Food Standards & Animal Feed	Comments
Database (accurate and up to date)	<ul style="list-style-type: none"> • M3 Northgate software system in use. • Several officers authorised to administer system in addition to limited IT support. • All officers have been trained in updating work sheets and actions and to input inspections. • All documentation stored electronically with signatures within M3, removing the need for paper copies. • There is a full audit trail within M3 for all data entry. • New updated M3 system (“Assure”) due to be implemented in summer 2019 which will necessitate officer training in the new system. 	
Up to date legislation	Access to legislation available on www.legislation.gov.uk . Legislation access also available via subscription to Police National Legal Database (PNLD).	
Admin Support	No dedicated support within the food team. Business support provided by Business Support team at 4 Ednam Road, for typing of inspection reports & correspondence and for some M3 data entry and admin.	
IT support	Central IT team located at 4 Ednam Road provide support, including liaison with M3 Northgate and technical support, e.g. production of crystal reports.	
Technical Equipment	Range of equipment available, e.g. calibrated thermometers, data loggers etc. Reference thermometers and data loggers calibrated annually.	Documented procedure in place for the maintenance of equipment.

Staff Development

The Environmental Health and Trading Standards service operates a staff development programme, which includes the use of annual Performance Review and Development (PRD) interviews with six monthly reviews. A training plan is completed from the information gathered.

All staff engaged in food law enforcement are able to achieve the minimum ongoing/update training consisting of at least 20 hours per year (up from 10 hours under revised Code of Practice from April 2015) based on the principles of continuing professional development (CPD) to ensure compliance with the Food Standards Agency issued Code of Practice. Training is provided either in house at dedicated food training sessions or externally on FSA, CEnTSA or other suitable providers' courses. Use is also made of on-line training provided by FSA and other suitable providers. New or returning officers receive additional CPD training and monthly monitoring visits before being considered for formal enforcement powers.

Staff engaged in food hygiene and food standards work have completed individual competency assessments under the revised Food Code of Practice and updated authorisations have been issued. Two new staff appointed in April 2019 will be assessed for competencies in quarter 1 of 2019-20. Competency assessments are reviewed at annual PRDs.

Two Trading Standards Officers involved in feed enforcement work have undertaken individual officer competency assessments in accordance with the Feed Code of Practice with a further officer to complete assessment in 2019-20. All officers involved in feed enforcement undertake a minimum of 10 hours CPD per year in line with the Feed Code of Practice (2014). This is provided by a combination of in-house training sessions led by the Lead Feed Officer (e.g. on new or revised procedures), by shadowing visits with an experienced officer and by attendance on external training courses.

Quality Assessment

The service is committed to quality and uses a variety of mechanisms to monitor the work of officers. The Manager undertakes a quarterly assessment of the Service's work.

Food Hygiene

The monitoring of officers is included in the Authorisation and Monitoring of Officers documented procedure, due for review in 2019-20. Officers partake in annual (monthly for new or returning officers) monitoring of a food hygiene inspection, one food complaint, a food hygiene premises complaint, an infectious disease investigation, a food safety alert and a sampling activity. Monitoring includes assessment against the appropriate documented procedure as well as routine checks of paperwork and inspection reports and accuracy of data entry. In addition, there is 100% checking of all formal notices served, a check of 10% of all inspections on the M3 database, and an annual food standardisation exercise. Officers also participate in in-house standardisation exercises at least annually.

Food Standards

The monitoring of officers for food standards work is included in the Authorisation and Monitoring of Officers documented procedure. Officers partake in annual (monthly for new or returning officers) monitoring of a food standards inspection, a food standards complaint and a food standards sampling activity. Monitoring includes assessment against the appropriate documented procedure as well as routine checks of paperwork and inspection reports and accuracy of data entry. In addition, there is 100% checking of all formal notices served and a check of 10% of all inspections on the M3 database.

Animal Feed

The monitoring of officers for animal feed work is included in the Authorisation and Monitoring of Officers documented procedure. Officers partake in annual (monthly for new or returning officers) monitoring of a feed premises inspection, a feed complaint and, where carried out, a feed sampling activity. Monitoring includes assessment against the appropriate documented procedure, routine checks of paperwork and inspection reports as well as checks on accuracy of data entry. In addition, there is 100% checking of all formal notices served and a check of 10% of all inspections on the M3 database.

Service Review 2018/2019

On an annual basis the services' performance is reviewed against last year's plan.

Activity	Food Safety & Hygiene		Food Standards		Animal Feed	
	Target	Achievement	Target	Achievement	Target	Achievement
Planned Interventions Programme	100% high risk food premises (Cat A-C)	99.8% (546/547)	100% of high risk food premises (11)	11(100%) high risk Cat A food standards inspections carried out	Inspect 12 feed premises.	12 Completed.
	70% Cat D low risk food premises	93.9% (478/509)	78% (179) medium risk Cat B inspections	49.7% (89/179) medium risk Cat B inspections completed plus 729 previously unrated food standards inspections were carried out.	Review and update Registration of Feed Businesses Procedure.	Completed
	Cat E- new premises only to be inspected	79 Cat Es inspected	240 unrated food premises	Total no. of food standards inspections achieved was 829.	Carry out officer Feed competency Assessments.	Not fully completed due to a long term absence, one TSO to complete in Q1 of 2019-20
	No set target for dealing with Cat E by AES (Alternative Enforcement Strategy)	Total no. of inspections achieved was 1,103. Overall Cat D & E visited for inspection out of those due was 557/1102 (50.5%) 255 Cat Es done by AES. Overall Cat E achievement was 56.3%. Overall low risk premises achievement including due and new Cat Ds and Es inspected and Cat Es done by AES was 73.6% (812/1102).	Total target: 430 food standards inspections Continue to advise food business proprietors (FBOs) on compliance with the Food Information Regulations (FIR) 2014 in relation to allergens labelling.	83 additional food standards advisory visits were made to food businesses to advise on allergen labelling. Total number of food standards interventions carried out was 912.		

Activity	Food Safety & Hygiene		Food Standards		Animal Feed	
	Target	Achievement	Target	Achievement	Target	Achievement
Planned Interventions Programme (continued)	<p>Identify and register new food businesses</p> <p>Aim to achieve minimum 90% businesses broadly compliant with food hygiene law.</p> <p>Continue to publish results of food hygiene inspections on national Food Hygiene Rating Scheme (FHRS) consumer website with link from the Council's website directly to the Dudley listings.</p>	<p>457 new food businesses registered</p> <p>91.6% of 2,351 food premises in the borough broadly compliant with food hygiene legislation. Based on all food premises in borough, including unrated & those awaiting inspection. Unrated premises are counted as non compliant until inspected.</p> <p>Completed. 2,058 food inspections published on 1st April 2019. 1106 (53.7%) Rated 5 (Very Good) 547 (26.6%) Rated 4 (Good) 249 (12.1%) Rated 3 (Generally Satisfactory) 55 (2.7%) Rated 2 (Improvement necessary) 99 (4.8%) Rated 1 (Major Improvement necessary) 2 (0.1%) Rated 0</p>	<p>Complete CE nTSA foreign labelled food project focussing on Eastern European shops</p>	<p>2 retailers were served with Improvement Notices, 1 complied & 1 premises ceased trading.</p>		

Activity	Food Safety & Hygiene		Food Standards		Animal Feed	
	Target	Achievement	Target	Achievement	Target	Achievement
Planned Interventions Programme (continued)	<p>Ensure compliance with the FSA Brand Standard on the Food Hygiene Rating Scheme (FHRS) including dealing with appeals, right to replies and re-visit requests from businesses.</p> <p>Carry out re-visits to all premises with food hygiene ratings of 0-2.</p>	<p>(Urgent Improvement necessary).</p> <p>4 appeals dealt with, 17 re-visits requests received, no right to replies received.</p> <p>All premises rated 0-2 were subject to re-visits in line with CoP (228 re-visits carried out).</p>				
Complaints	<p>Investigate all complaints relating to the sale of food which does not comply with food safety requirements.</p> <p>Investigate all complaints as appropriate relating to food premises which do not comply with food safety requirements.</p>	<p>105 food complaints dealt with.</p> <p>294 food premises complaints dealt with.</p>	Respond to all food standards complaints appropriately.	Dealt with 62 complaints.	<p>Respond to all animal feed complaints appropriately.</p> <p>Review & update Feed Complaints procedure</p>	<p>6 complaints dealt with.</p> <p>Completed</p>

Activity	Food Safety & Hygiene		Food Standards		Animal Feed	
	Target	Achievement	Target	Achievement	Target	Achievement
Advice to business and others on food matters	Respond to requests for food safety advice from businesses and members of the public.	374 food advice requests dealt with (includes all food advice requests including hygiene and standards).	Respond to requests for advice	All requests for advice responded to	Respond to requests for advice	Figures included in complaints (see above)
Food and Feeding Stuff Inspection and Sampling	312 samples taken for microbiological examination.	297 microbiological food samples taken. 39 (13%) unsatisfactory and received follow up. None were unacceptable. Vast majority of unsatisfactory samples were environmental swabs. Sampling projects included frozen fruit & vegetables, pastry products, swabbing in catering premises, ice in drinks and takeaways serving cooked chicken.	30 samples	18 samples taken, all satisfactory. Sampling projects included allergens in food and authenticity of meats & fish in takeaway meals.	No animal feed sampling target in 2018-19, except complaint samples where necessary	No samples taken. No feed complaints required analysis.

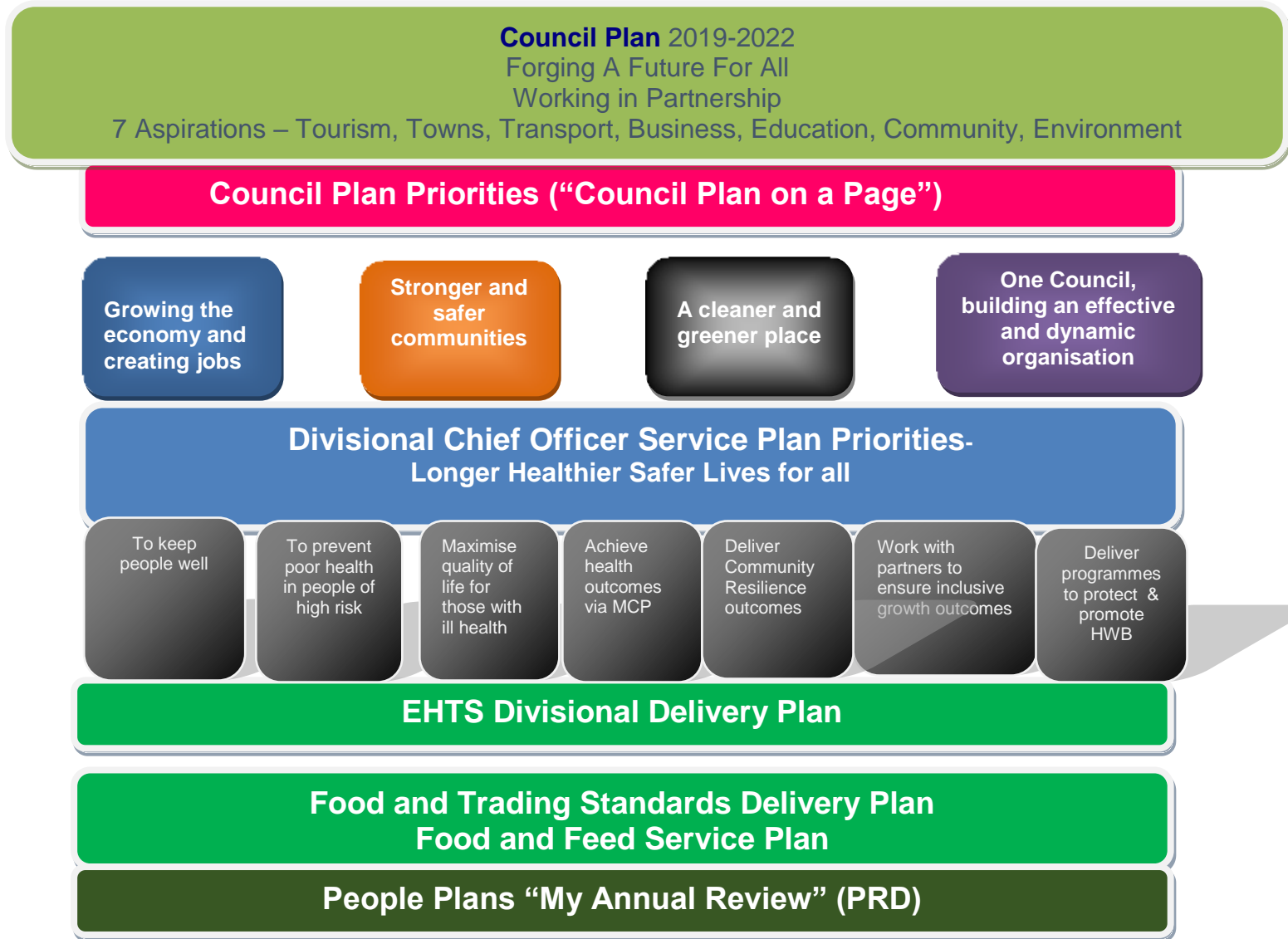
Activity	Food Safety & Hygiene		Food Standards		Animal Feed	
	Target	Achievement	Target	Achievement	Target	Achievement
Control and Investigation of outbreak and food related infectious diseases	<p>100% food related illness notifications responded to within 24 hours.</p> <p>100% campylobacters within 5 days.</p> <p>Respond to potential outbreaks of food borne related illness in conjunction with CCDC and in line with Outbreak Plan</p> <p>Use as appropriate powers contained in Health Protection Regulations to deal with health risks associated with an "all hazards" approach, not just disease.</p>	<p>301 infectious disease notifications requiring 24 hour response (N.B, 20% increase on previous year)</p> <p>439 campylobacter notifications responded to (N.B. 20% increase on previous year)</p> <p>Small number of suspect outbreaks investigated. No outbreaks confirmed as food poisoning.</p> <p>No cases required use of these powers in 2018-19.</p>	N/A			

Activity	Food Safety & Hygiene		Food Standards		Animal Feed	
	Target	Achievement	Target	Achievement	Target	Achievement
Food & Feed Alerts	100% Food Alerts responded to appropriately	76 Food Alerts (not including allergy alerts) received, all actioned as necessary.	Respond to all food alerts appropriately	All alerts responded to appropriately. 125 allergy alerts received.	Respond to all animal feed alerts appropriately.	No feed Alerts received.
Promotion and education	Continue to support FBOs to produce documented food safety management systems, such as SFBB. Promote and deliver Dudley Food for Health Award. Target 60 high street businesses to receive the award.	Covered on all inspections No awards made due to delays in setting up and piloting the new streamlined process where businesses will submit self assessments via the Lets Get website.	No target		No target	-

Activity	Food Safety & Hygiene		Food Standards		Animal Feed	
	Target	Achievement	Target	Achievement	Target	Achievement
Communication and Liaison	Attend meetings of Central England Food Liaison Group.	All meetings attended	Attend all meetings of relevant organisations, e.g CEnTSA Protection of the Food Chain Group	All meetings attended.	Attend CEnTSA Feed Group.	All meetings attended.
	Make annual statistical food hygiene return to the FSA using LAEMS web based system.	Completed May 2018	Make annual statistical food standards return to the FSA using LAEMS web based system	Completed May 2018	Make returns to FSA via CEnTSA on feed visits undertaken	Completed.
	Publish Food Service Plan 2018-19 on website	Not achieved- due to new website & delays in training food team staff to administer new site.	Publish Food Service Plan 2018-19 on website	Not achieved- due to new website & delays in training food team staff to administer new site.	Produce Food & Feed Service Plan.	Completed. Reported to Cabinet & Full Council.
	Report Food Service Plan to elected members for endorsement	Reported to Cabinet & Full Council.	Report Food Service Plan to elected members for endorsement	Reported to Cabinet & Full Council	All feed law enforcement cases progressed in accordance with the Enforcement Policy.	No formal feed enforcement required during the year.
	All food law enforcement cases progressed in accordance with the Enforcement Policy.	7 premises served with Improvement Notices, 2 premises closed using Emergency Prohibition powers, 10 prosecutions concluded with fines totalling £70,082 and £15,137 costs. Two simple cautions administered.	All food law enforcement cases progressed in accordance with the Enforcement Policy.	2 premises served with Improvement Notices. No food standards prosecutions taken.		

APPENDIX 1: FTS contributing to Council and Divisional priorities

Golden Thread



APPENDIX 2: Dudley M.B.C. Profile

- Dudley Borough covers 38 square miles or 98 square kilometres of which 14% is publically available green space. The borough is made up of four main town centres, Brierley Hill (new strategic centre) Dudley, Halesowen and Stourbridge.
- Dudley has a population of 319,419 (2017). Over 20% of the population are aged 65 or over (64,683). Average life expectancy is 82.9 years for women and 78.6 years for men.
- In terms of ethnicity, 11.5% of the Dudley population are from ethnic groups other than White British compared with 7.5% in 2001. However, the proportion of food business proprietors in the borough whose first language is not English is approximately 25%, which presents significant challenges in assisting and supporting small businesses to comply with the law.
- In terms of deprivation the areas most affected are situated in close proximity to Dudley town centre, around Halesowen and Lye town centre(s) and Coseley, some of which are in the 10% most deprived areas in England. Norton is the least deprived area in the borough.
- There are 10,675 businesses in the Dudley borough. Over the last 30 years the borough economy has been transformed; and whilst manufacturing continues to be important, the borough now boasts a strong and diverse service sector, including distribution and retail, all of which have the potential to impact on the authority's food service work in relation to inspections, service requests and incidents and has increased the overall regulatory workload for the food service. The retail sector is the top employment sector in the borough (13,000 people)
- Over 5 million day trips are made to Dudley each year, contributing £177million to the local economy.
- As a member of West Midlands Combined Authority, Dudley MBC shares the economic vision of Business, Place & People by supporting business start ups and improving their survival rates to meet a key objective of growing the number of businesses in the West Midlands by 20,000 to 150,000 by 2030.
- There are 2,351 food premises in the Dudley Borough on 1st April 2019.