

# TONBRIDGE & MALLING BOROUGH COUNCIL

## CABINET

5 February 2013

### Report of the Director of Health and Housing

#### Part 1- Public

#### Matters for Recommendation to Council

#### 1 FOOD AND SAFETY TEAM SERVICE PLAN 2012-2016

##### Summary

**Members are requested to endorse the Food and Safety Team Service Plan following review by the Overview and Scrutiny Committee on 29 January, 2013. Any issues raised by that meeting will be reported verbally.**

1.1 The proposed revisions to the Council's Food and Safety Team Service Plan were considered by the Local Environmental Management Advisory Board on 27 November, 2012. The Food and Safety Team Service Plan was formerly entitled the Food Law Enforcement Plan and forms part of the Council's Policy Framework. The Board noted and supported the proposed changes to this document.

#### 1.2 Background

1.2.1 This Plan covers what is required by the Council's Constitution and replaces what was formerly called the Food Law Enforcement Plan.

1.2.2 Whilst this Plan would normally be produced for a three year period, this version covers four years, to run from 2012 to 2016 because the reporting route will not be fully complete until the end of this financial year.

1.2.3 The Plan reflects national priorities and standards and considers:

- service aims and objectives;
- information on service delivery and work programmes;
- quality assurance;
- resource allocation; and
- performance management information.

- 1.2.4 The outcome of Overview and Scrutiny Committee's consideration of the Plan will be reported verbally.

### **1.3 Legal Implications**

- 1.3.1 The FSA requires the Council to produce a Food Safety Service Plan and the Health and Safety Executive will shortly be introducing a National Local Authority Code which is likely to require local authorities to have risk based intervention plans

- 1.3.2 Under Part Four of the Council's Constitution, for this Plan to be adopted the Executive needs to refer the proposals to the Overview and Scrutiny Committee for consideration. The Overview and Scrutiny Committee will then, having considered any representations from local stakeholders, refer it to Cabinet with any appropriate amendments. From Cabinet, the Plan will go to Council for adoption.

### **1.4 Financial and Value for Money Considerations**

- 1.4.1 The resources to implement the Plan are covered within existing budgets.

### **1.5 Risk Assessment**

- 1.5.1 Failure to produce a Service Plan could result in criticism from the FSA and would feature in future audit reports on the Council's performance.
- 1.5.2 The Plan provides key evidence that there is proper governance, resourcing and organisation of the Council's Food Safety and Health and Safety functions.

### **1.6 Equality Impact Assessment**

- 1.6.1 See 'Screening for equality impacts' table at end of report.

### **1.7 Recommendations**

- 1.7.1 Subject to any issues being raised by the Overview and Scrutiny Committee, Cabinet is invited to **RECOMMEND** the proposed policy to Council.

Background papers: Nil

contact: Jane Heeley

John Batty  
Director of Health and Housing

<b>Screening for equality impacts:</b>		
<b>Question</b>	<b>Answer</b>	<b>Explanation of impacts</b>
a. Does the decision being made or recommended through this paper have potential to cause adverse impact or discriminate against different groups in the community?	No	The revised Service plan does not impact on any of the equality groups.
b. Does the decision being made or recommended through this paper make a positive contribution to promoting equality?	No	All groups are treated equally through the adoption of the revised service plan.
c. What steps are you taking to mitigate, reduce, avoid or minimise the impacts identified above?		

*In submitting this report, the Chief Officer doing so is confirming that they have given due regard to the equality impacts of the decision being considered, as noted in the table above.*