

TONBRIDGE & MALLING BOROUGH COUNCIL
LOCAL ENVIRONMENTAL MANAGEMENT ADVISORY BOARD

02 September 2014

Report of the Director of Planning, Housing and Environmental Health

Part 1- Public

Matters for Recommendation to Cabinet - Non-Key Decision (Decision may be taken by the Cabinet Member)

1 REVIEW OF FOOD & SAFETY SERVICE PLAN 2012-2016

Summary

The Council is required to produce a Food and Safety Plan which forms part of the Council's Policy Framework. The plan is subject to annual review.

1.1 Background

1.1.1 The Food Standards Agency (FSA) Framework Agreement requires local authorities to produce a Service Plan. It is against this Plan that local authorities are monitored and audited by the FSA. In addition, the Health and Safety at Work etc. Act 1974 section 18 guidance to local authorities is implicit in its requirement that a Plan is produced indicating how this function is organised, resourced and delivered. This Service Plan incorporates both these functions.

1.1.2 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.

1.1.3 A full copy of the revised Plan has been included at **[Annex 1]**. The principle revisions relate to changes in our internal structure, last year's performance data and a changing emphasis on our regulatory approach, following the Regulators' Code.

1.2 Legal Implications

1.2.1 The FSA requires the Council to produce a Food Safety Service Plan.

1.3 Financial and Value for Money Considerations

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

1.4 Risk Assessment

1.4.1 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.

1.4.2 The Plan provides evidence that there is proper governance, resourcing and organisation of the Council's Health and Safety function.

1.5 Equality Impact Assessment

1.5.1 See 'Screening for equality impacts' table at end of report

1.6 Recommendations

1.6.1 Cabinet is **RECOMMENDED** to:

- 1) **APPROVE** the amended Food and Safety Service Plan (2012 – 16);

The Director of Planning, Housing and Environmental Health confirms that the proposals contained in the recommendation(s), if approved, will fall within the Council's Budget and Policy Framework.

Background papers:

Nil

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Melanie Henbest

Steve Humphrey
Director of Planning, Housing & Environmental Health

Screening for equality impacts:		
Question	Answer	Explanation of impacts
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.

Screening for equality impacts:		
Question	Answer	Explanation of impacts
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.