

TONBRIDGE & MALLING BOROUGH COUNCIL

STREET SCENE and ENVIRONMENT SERVICES ADVISORY BOARD

31 August 2021

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 FOOD AND SAFETY SERVICE PLAN 2021-2024

Summary

The Council is required to produce a Food & Safety Service Plan by the Food Standards Agency. The draft of the Plan is reported for the Board's consideration and comment.

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.

1.1.2 This Plan has been produced for a three year period, which reflects the timetable for the FSA's COVID-19 Recovery Plan, which sets out a framework for re-starting the delivery food intervention plan. Where resources allow, local authorities are expected to move at a faster pace in realigning interventions in line with the Food Law Code of Practice.

1.1.3 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.

1.1.4 A full copy of the Plan has been included at **Annex 1**.

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. However, to restore the Food and Safety service to pre-pandemic levels additional funding estimated as a maximum of £15,000 will be needed to instigate a catch-up plan.

1.3.2 It is proposed that windfall staffing funding from the Contain Outbreak Management Fund is used to cover the catch-up plan costs.

1.4 Risk Assessment

1.4.1 Failure to produce a Service Plan could result in criticism from the FSA and the HSE and would feature in future audit reports on the Council's performance.

1.4.2 The Plan provides key 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 The decisions recommended through this paper have a remote or low relevance to the substance of the Equality Act. There is no perceived impact on end users

1.6 Recommendations

1.6.1 Cabinet is **RECOMMENDED** to:

- 1) **NOTE** the Food and Safety Service Plan (2021-2024); and
- 2) **AGREE** the expenditure on a catch up inspection programme to restore the Food & Safety service to pre-pandemic levels in terms of the inspection programme.

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:

contact: Linda Hibbs
Melanie Henbest