

**MUNICIPAL YEAR 2016/2017 REPORT NO.**

**ACTION TO BE TAKEN UNDER  
DELEGATED AUTHORITY**

**PORTFOLIO DECISION OF:**  
Cabinet Member for Environment

**REPORT OF:**  
Director – Regeneration &  
Environment

<b>Agenda – Part: 1</b>	<b>KD Num: 4291</b>
<b>Subject: Approval of the Food Safety Plan 2016/17</b>	
<b>Wards: All</b>	

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<p><b>1. EXECUTIVE SUMMARY</b></p> <p>1.1 The Food Standards Agency Framework Agreement on Local Authority Food Law Enforcement made under the Food Standards Act 1990 sets out mandatory guidance on Local Authority Food Safety performance and service planning. It also requires that the Food Service Plan be submitted annually to Members for approval.</p> <p>1.2 The Food Service Plan 2016/17 which requires approval is annexed to this document at Appendix B.</p> <p>1.3 Appendix A contains further information regarding the food safety service specifically required by the Framework Agreement on Local Authority Food Law enforcement.</p> <p>1.4 Once approved the Food Service Plan 2016/17 will be published on the Council's website.</p>
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<p><b>2. RECOMMENDATIONS</b></p> <p>That the Cabinet Member for Environment approve the Food Service Plan 2016/17 (Appendix B) in accordance with the requirement in the Framework Agreement on Local Authority Food Law Enforcement.</p>
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### **3. BACKGROUND**

- 3.1 The Consumer Protection Team comprises three professional disciplines; Trading Standards; Licensing and Environmental Health (food & health and safety).
- 3.2 Appendix A provides further information as required by the Food Standards Agency Framework Agreement.
- 3.3 The Environmental Health Team deals with a wide range of matters including food hygiene, food standards, health and safety, infectious disease control, food sampling, water quality, animal feeding-stuffs and animal health. This involves undertaking inspections, investigating complaints and accidents and undertaking enforcement.
- 3.4 There are approximately 2,600 food premises in the Borough; of which 41% are rated as high risk for food hygiene (categories A, B and C). There are 17 premises approved under EU product specific legislation (e.g. meat product manufacturers).
- 3.5 There is insufficient staff resource to undertake 100% of the food hygiene, food standards and health and safety inspection programmes, and therefore there is a backlog of overdue food hygiene, food standards and health and safety inspections. However, a temporary resource is being used to inspect the backlog of low risk food hygiene inspections. Resources are therefore targeted towards the highest risk inspections, food poisonings and complaint work, and towards the non-compliant food businesses (those rated 0-2 on the national Food Hygiene Rating Scheme - NFHR). All of the inspection programmes prioritise the highest risk food hygiene, food standards and health and safety inspections.
- 3.6 Some of the key food safety performance in 2015/16 included:
  - 100% achievement of high risk food hygiene inspections and food standards inspections
  - The number of premises with the lowest hygiene ratings (rated 0-2) was reduced from 200 to 174 - reflecting the positive intervention work undertaken by the team.
  - Broad compliance of the high risk food businesses (categories A, B and C) with food hygiene law improved to 67% in March 2016 from 54% in April 2015 resulting from some targeted support to businesses, inspection and enforcement work by the team
  - Continued to take robust enforcement against premises with the unacceptable levels of hygiene, voluntarily closing 13 food premises and serving 130 formal notices for hygiene improvements, successfully prosecuted 3 food businesses, issued 3 simple cautions and there are 12 prosecutions in progress
  - Trained 181 persons in basic food hygiene, with a 97% pass rate for candidates.

- Reviewed all the documentation used by the schools catering service as part of their food safety management systems and recommended measures to improve their system further.
- Reduction in the number of businesses requesting a re-score of their hygiene rating to 14 (from 60 in 2014/15)
- Took 113 food and environmental samples

3.7 The 'broad compliance' of the high risk food businesses with food hygiene law (categories A, B and C) in Enfield has improved considerably, but we will seek to improve their compliance further in 2016/17. We plan to continue with the revised strategy for inspection of non-compliant businesses (those rated 0-2 on the NFHR scheme) to undertake an advice visit and then a verification visit to bring them into compliance and help ensure they have remained compliant when they are inspected for their risk rated inspection.

3.8 The service plan for 2016/17 is set out in Appendix B. We will continue to target the available resources towards the highest risk inspections and complaint work with a particular emphasis on non-compliant food businesses (those rated 0-2). In addition:

- We will be seeking to encourage up to 50 food businesses to take up the CIEH Healthier Catering Award (supported by a nutritionist in Enfield Schools Catering Services), and
- Deliver technical support to businesses via the Food Sector Forum to help create 10 new jobs, safeguard 15 existing jobs and support 25 businesses

#### **4. ALTERNATIVE OPTIONS CONSIDERED**

No other suitable alternatives as it is a requirement for the Food Safety Plan to be approved by members.

#### **5. REASONS FOR RECOMMENDATIONS**

Member approval of the Food Safety Service Plan is required by the Framework Agreement on Local Authority Food Law Enforcement.

#### **6. COMMENTS OF THE DIRECTOR OF FINANCE, RESOURCES AND CUSTOMER SERVICES, AND OTHER DEPARTMENTS**

##### **6.1 Financial Implications**

This report seeks that the Cabinet Member for Environment approves the Food Service Plan 2016/17 (Appendix B). The total cost of the food team will be met from the existing 2016/17 budget - the 2016/17 net controllable budget is £361,620 (ES0029).

## **6.2 Legal Implications**

The submission of the annual Food Service Plan for appropriate Member approval is a requirement of the Framework Agreement on Local Authority Food Law Enforcement issued by the Food Standards Agency pursuant to the Food Standards Act 1999. Once approved the plan will form the basis on which the Council carries out food safety services.

## **6.3 Property Implications**

None

## **7. KEY RISKS**

7.1 Identified service pressures and risk management issues to the performance of the service plan include unforeseen major incidents (e.g. infectious disease outbreaks); major food alerts/incidents; major health and safety accidents/incidents. These risks are moderately likely to occur, and the work programme and staffing will be adjusted to deal with such emergencies if they arise.

7.2 Each activity on the service plan will be monitored quarterly and staff performance is monitored monthly.

## **8. IMPACT ON COUNCIL PRIORITIES**

### **8.1 Fairness for All**

The Team is dedicated to working with businesses and partners to create a fair and equitable trading environment and to ensure the protection of public health.

### **8.2 Growth and Sustainability**

The Team support businesses through a variety of education, advice and targeted enforcement. Enforcement is always taken having regard to the enforcement policy. Legally compliant businesses will grow, develop and provide economic benefits that will hopefully result in increased employment of local residents.

### **8.3 Strong Communities**

The Team support this through a variety of mechanisms including:

Empowerment of consumers to make informed choices in relation to the food they purchase and consume through the promotion of the Food Standards Agency National Food Hygiene Ratings Scheme

## **9. EQUALITY IMPACT IMPLICATIONS**

Corporate advice has been sought in regard to equalities and an agreement has been reached that an equalities impact assessment is neither relevant nor proportionate for the approval of this report

## **10. PERFORMANCE MANAGEMENT IMPLICATIONS**

10.1 The Food Standards Agency Framework Agreement on Local Authority Food Law enforcement requires the Council to plan, manage and deliver its food law enforcement services. The Food Standards Agency requires the performance against the plan required to be reviewed by the Council at least once a year and submitted for appropriate member approval.

10.2 One of the key performance measures is the compliance of food businesses (known as 'broad compliance') with food hygiene legislation; particularly the compliance of the highest risk premises in categories A, B and C. The compliance of categories A, B and C has been low (54%) in 2013/4 and 2014/15. Through targeting work this increased to 67% in March 2016. We will continue with the strategy to improve their compliance.

## **11. PUBLIC HEALTH IMPLICATIONS**

The work of the Food Safety Team contributes significantly towards the health of Enfield's residents and visitors. The Food team check to ensure that food is prepared safely through managed programme of risk rated inspections and investigation of complaints about food and the hygiene of food premises. This protects public health through prevention of food poisoning incidents and outbreaks. Where possible the food team also undertake activities (like support the London wide Healthier Catering Commitment) to improve the nutritional quality of food offered for sale to help address obesity and cardiovascular disease.

### **Background Papers**

- Appendix A: Further information as required by the Food Law Framework Agreement
- Appendix B: 2016/17 Food Service Plan
- Appendix C: 2015/2016 Food Team Service Plan Review

- Appendix D: 2016/2017 Sampling Policy
- Appendix E: 2015/2016 Sampling Review
- Appendix F 2016/17 Sampling Programme

**Directorate: Regeneration & Environment**

**Division: Planning, Highways and Transportation**

**Department: Regulatory Services**

**Operational Team: Consumer Protection – Environmental Health**

**Document: Food Standards Agency – Framework Agreement**

**Food Safety Service Plan: 2016/2017**



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## **Food Safety Service Plan 2016/2017**

### **Executive Summary**

This plan fulfils the Council's obligations under the Framework Agreement on Local Authority Food Law Enforcement published by the Food Standards Agency (FSA). The FSA requires the production of an annual service plan and review for the provision of a food safety enforcement service. The plan is a public document, published on the Council website following approval by elected council members.

The objective of the plan is to deliver a programme of food enforcement activity, providing public confidence that food produced and/or sold in the borough is without risk to health.

For the period 2015-2016 the Food Team have successfully maintained their target of 100% inspection of the highest risk premises for all areas of regulatory enforcement, this includes food hygiene; food standards; and health and safety.

## **1. INTRODUCTION**

- 1.1 Enfield's Food Service is delivered by the Environmental Health section of the Consumer Protection Team. Consumer Protection comprises four professional disciplines: food safety; health and safety; trading standards and licensing. The team is part of the Regeneration and Environment Directorate.

For the purposes of the framework agreement and this report, the Service Plan only refers to the work of the food officers who deliver the Feed and Food Service.

- 1.2 Food Standards relates to issues of description, labelling and composition of food. It is aimed to ensure that consumers are not misled.
- 1.3 Food Hygiene relates to the safety of food supplied for human consumption at all points in the food chain.
- 1.4 The purpose of the service plan is to ensure national priorities and standards are addressed, delivered locally and to provide a means of managing performance. This service plan is based on existing function arrangements, staff and resources. Any changes to the levels of staffing and resources identified will impact on the level of service provided. The service plan directs individual officer performance which is regularly monitored and reviewed. The plan covers the functions carried out by authorised officers under the provisions of the Food Safety Act 1990, The Food Safety and Hygiene (England) Regulations 2013 and relevant regulations made under the European Communities Act 1972.
- 1.5 Enfield will aim to support those priorities and emerging food threats as identified by the National Food Crime Unit (part of the Food Standards Agency) and any relevant overarching strategy of the Food Standards Agency.

## **2. SERVICE AIMS AND OBJECTIVES**

- 2.1 The Council's vision is to make Enfield a better place to live and work, delivering fairness for all, growth and sustainability and stronger communities. The Council recognises that its food safety regulatory function plays an important role in maintaining and improving public health. It is committed to ensuring that all food sold within the borough is safe and without risk to health.

### **2.2 Corporate Objective, Plans and the Regulator's Code**

- 2.2.1 The team delivers service that supports the principles of the Better Regulation Delivery Office Regulator's Code (July 2013) and the corporate priorities:

#### **i. Fairness for All**

- Working with businesses and partners to create a fair and equitable trading environment.
- Trained, competent and professional staff

- Use both education and enforcement as a mechanism to ensure that the production and/or sale of food across the borough is without risk to health.

## ii. **Growth and Sustainability**

- Supporting businesses through education, advice and targeted enforcement and best practice.
- Ensure high standards of safety and public health through monitoring of premises which are broadly compliant with food hygiene law.
- Provide business operators with training and support to assist them to comply with the law. This will include where applicable the Primary Authority and the Home Authority arrangements.
- Empower consumers to make informed choices in relation to the food they purchase and consume. We support the Food Standards Agency National Food Hygiene Rating Scheme.

## iii. **Strong Communities**

- Empower consumers to make informed choices in relation to the food they purchase and consume.
- Contribute to the wider public health agenda of reducing the incidence of obesity and long term health conditions such as cardiovascular disease
- Support the Council's Food Strategy "Every Bite Matters" and support the Council's Food Partnership.

## **3. BACKGROUND**

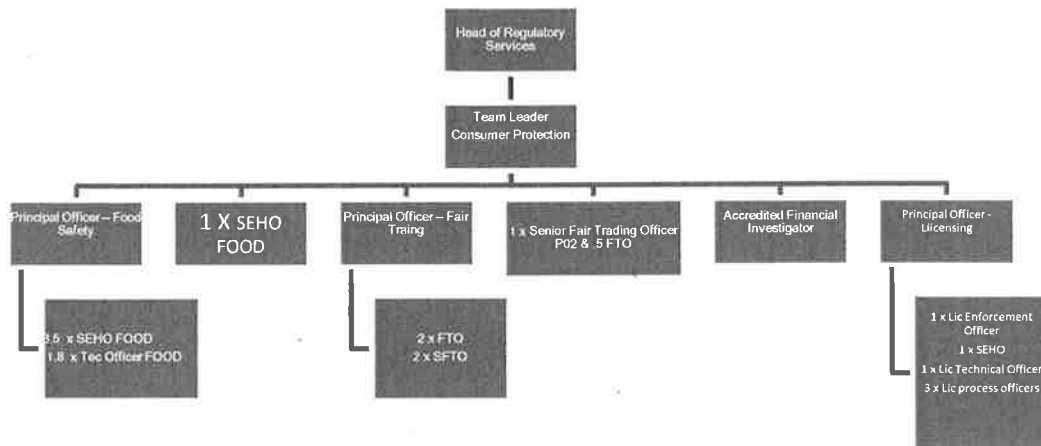
### **3.1 The Profile of Enfield Council**

Enfield Council is an outer London Borough. It is the capital's most northerly borough and is home to a diverse community of over 320,000 people.

Further information and location details can be found on the Enfield website at [www.enfield.gov.uk](http://www.enfield.gov.uk).

### **3.2 Organisational Structure**

The structure of the Council Services and the Council's democratic arrangements can be found on the Council's website [www.enfield.gov.uk](http://www.enfield.gov.uk). The structure of the Consumer Protection Team at 1 April 2016 is detailed below. Those posts highlighted in yellow identify food posts only.



### 3.3 Accessibility to the Service: Service Operational Hours

The Consumer Protection Team are located at:

Enfield Council  
Civic Centre  
Silver Street  
Enfield  
EN1 3XH

Officers can be contacted by their work email or telephone. Alternatively there is a generic email at [environmental.health@enfield.gov.uk](mailto:environmental.health@enfield.gov.uk) or via the Council contact centre on 020 8379 1000.

The main office hours are 09:00-17:00. Senior officers may be contacted via the Council Out of Hours provider (020 8379 1000) for emergencies only.

## 4. Scope of the Feed and Food Service

4.1 The team is responsible for service delivery of:

Appendix A:  
Food Standard Agency Framework Agreement Update for 2016/2017  
(Final Draft 16/3/16. Draft 3 30/11/16)

- Food hygiene law
- Food standards law
- Infectious Disease Control
- Food Sampling
- Animal Feeding stuffs
- Health and Safety
- Private Water Supplies

The service is provided to ensure the Council meets its legal obligations specified in primary legislation. This is achieved through:

- i) Interventions, for example inspections. The frequency of inspection is set out in the Food Law Code of Practice.
- ii) Demand: investigation of complaints; accidents; food poisonings etc. Not all "requests for service" are responded to; the service operates an intelligence led risk based approach to responding to complaints.
- iii) Business support: provision of advice and guidance to local businesses and to consumers.

## **4.2 Specialist Service Providers**

**4.2.1 Food Examiner:** Examination of food samples is undertaken on behalf of the Council by the food examiners appointed by Public Health England, Food, Water & Environmental microbiology laboratory London, 61 Colindale Ave London NW9 5EQ, that meet the qualification requirements specified in the Food Safety (Sampling & Qualifications) Regulations 2013.

**4.2.2 Public Analyst:** Public Analyst Scientific Services Ltd, 28-32 Brunel Road, London W3 7XR provide analytical services. Duncan Arthur and Jeremy Wootten, are appointed to act as Public Analyst (PA) pursuant to the Food Safety (Sampling and Qualifications) Regulations 1990 for analysis of food labelling and compositional samples.

**4.2.3 Infectious Disease Control:** The proper officer functions for the purposes of notifications of infectious diseases has been delegated to the Consultant in Communicable Disease Control (CCDC) for Public Health England (PHE) and nominated specialist colleagues.

## **4.3 Demands on the Consumer Protection Team – Environmental Health (Feed and Food Service)**

The team undertakes a range of proactive planned tasks and responds to reactive incidents. This will include complaints about food and food premises, food poisoning outbreaks; closure of food businesses; and the removal of unsafe food and/or products off the market.

### **4.4.1 Premises Profile.**

There are approximately 2,610 registered food businesses in the borough. Each year there is a high turnover of food businesses with new ones starting up.

Year	Opened	Closed	New Premises Inspected
2012/13	625	439	358
2013/14	486	316	179
2014/15	533	289	288
2015/2016	293	174	164

4.4.1 **Ethnicity:** We do not record the ethnicity of businesses. Enfield does have a very diverse population and a large Turkish and Polish community.

#### 4.5 Frequency of Inspection:

The FSA Code of Practice sets out the frequency of inspections of food businesses depending on the assessment of risk found during inspection:

Rating	Food Hygiene	Food Standards
<b>A</b>	at least every 6 months	at least every 12 months
<b>B</b>	at least every 12 months	at least every 2 years
<b>C</b>	at least every 18 months	at least every 5 years
<b>D</b>	at least every 24 months	No rating
<b>E</b>	Alternative enforcement or every 3 years	No rating
<b>Unrated</b>	New premises which are registered on the database but awaiting inspection	New premises which are registered on the database but awaiting inspection
<b>Outside the intervention programme</b>	Premises not included in the inspection programme because they are very low risk	Premises not included in the inspection programme because they are very low risk

The FSA Code of Practice allows for Category D rated premises to be dealt with using an alternative enforcement strategy (AES) (for example self-assessment questionnaires) as a way of managing inspections and resources. We have not found the use of AES to be the most effective use of resources. Where resources permit, Category D inspections will be triaged and allocated for inspection. Category D premises will be inspected where sufficient information/intelligence identifies a particular food hygiene/standards related issue.

From 1/4/15, food business which we determined as posing low/no inspectable risk (e.g. chemist shops, food banks) are logged onto the database with no MAFF code and a main EH use code of A00A. They will not receive an inspection unless there is a complaint or incident which warrants it. They will be provided, where required, relevant food safety information by email. This will continue for future years.

Appendix A:

Food Standard Agency Framework Agreement Update for 2016/2017  
(Final Draft 16/3/16. Draft 3 30/11/16)

For ease of identification on the database, all new premises which have registered with the Authority but are awaiting a food hygiene inspection are given a MAFF code of N. Should we receive intelligence about any business coded N where there is a risk to public health then we will bring forward the risk rated intervention (inspection).

## 5. Premises Profile

**5.1 Food Hygiene:** The following table shows the breakdown per MAFF category and risk rating for food hygiene at 20/2/16.

	A	B	C	D	E	Outside	Unrated	Total
A- Primary Producer	0	0	0	0	0	2		11
C- Manf/Packer	9	6	4	18	3	21		64
E- Importer/exporter	0	1	4	10	3	11		29
F-Distributors/Exporter	0	0	4	21	18	21		68
G01- Retailer	0	1	4	21	23	2		51
G02	1	11	59	171	102	80		424
G03	0	1	3	19	10	108		146
H01- Restaurant/Café/Canteen	5	50	174	139	17	17		409
H02	0	0	1	5	5	3		14
H03	0	4	23	76	27	53		187
H04	1	43	106	59	1	4		217
H05	2	25	37	30	44	9		147
H06	0	15	56	45	5	6		127
H07	0	7	9	35	21	8		90
H08	3	23	57	69	67	121		363
Total	21	187	541	718	346	466	314	2347

**5.2 Food Standards:** The following table shows the breakdown per MAFF category and risk rating for food standards for 2015/2016.

A	B	C	Outside	Unrated	Total
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A- Primary Producer	0	0	1	8		11
C- Manf/Packer	10	32	2	3		65
E- Importer/exporter	3	14	3	8		29
F-Distributors/Exporter	2	21	18	20		68
G01- Retailer	0	8	32	2		50
G02	2	145	161	80		425
G03	0	15	13	108		146
H01- Restaurant/Café/Canteen	2	174	163	16		407
H02	0	2	8	3		14
H03	0	22	98	56		186
H04	1	108	74	4		216
H05	0	26	98	14		155
H06	0	23	89	6		126
H07	0	24	39	8		90
H08	1	45	145	121		361
<b>Total</b>	<b>21</b>	<b>659</b>	<b>944</b>	<b>457</b>	<b>314</b>	<b>2349</b>

- 5.3 **Vertical Directive Premises:** The Team are responsible for the approval and inspection of premises in accordance with Regulation 853/2004 and 854/2004. These premises are involved in the manufacture of specific high risk foods (such as meat, fish and dairy products), and require an approval number to be issued to allow businesses to trade within the European Community prior to the commencement of trading. As of April 2016 there are 17 establishments approved under 853/2004.
- 5.4 **Food Incidents/Alerts.** The authority will respond to all Food Alerts issued by the Food Standards Agency and act in accordance with the Food Alert and Food Standards Agency Code of Practice.
- 5.5 **Overdue Food Hygiene Inspections.**



Rating	Total numbers overdue	Due for inspection in 2016/2017	
		Due for inspection at 4/11/16	
D	402	196	95
E	186	27	19

Due to the low risk nature of these businesses they will not be inspected unless we receive intelligence to suggest there is a problem, or have additional temporary resources. Resources are targeted to the highest risk businesses and those which are non-compliant. The team achieved 100% inspection of those premises posing the highest risk for food hygiene (Cat A, B & C) and food standards (Cat A).

#### 5.6 Overdue Food Standards Inspections:

Rating	Total numbers overdue	Due for inspection in 2016/2017	
		At 4/11/16	
B	377	122	87
C	380	96	79

There are insufficient resources to inspect all premises due for inspection. To tackle this, officers should routinely undertake a food standards inspection when they are undertaking the food hygiene inspection.

- 5.7 The Authority was subject to an audit by the Food Standards Agency in 2012 to examine our approach to Food Standards enforcement. At this time we were only doing Cat A food standards unless there was intelligence to suggest a problem. The auditors were satisfied that although we deviated from the Code of Practice in that there were overdue inspections, we did have a risk based approach to identifying and inspecting overdue premises. It is anticipated that the revised approach of simultaneous food hygiene and food standards inspections will further reduce the backlog.

#### 6 Formal Enforcement work:

Whilst we continue to give advice and support to businesses to assist them achieve 'broad compliance' with food hygiene law, we will take enforcement action against those businesses who do not comply with the law.

	2012/13	2013/14	2014/15	2015/2016
Formal closures of food businesses	6	0	0	0
Voluntary closures of food businesses.	9	7	28	13
Food hygiene improvement notices served	47 across 25 premises	58 across 31 premises	117 across 59 premises	130 across 61 premises
Voluntary undertaking to undertake measures to control E.Coli	Not measured in this year	12	15	1
Completed Prosecutions with court outcome	2	3	6	3
Prosecutions still under investigation	Not recorded for this year	6	9	12
Simple cautions	2	1	4	3

### 6.1 National Food Hygiene Rating Scheme:

The following table shows the profile of Enfield food premises under the National Food Hygiene Rating Scheme (NFHRS).

FHRS inspection result	At 22/3/12	At 12/3/13	At 7/3/14	At 14/4/15	At 17/03/16	At 4/11/16
5 - Very good	522	595	597	667	820	857
4 - Good	465	442	436	445	489	462
3 - Generally satisfactory	471	301	238	265	285	274
2 - Improvement required	107	148	130	119	92	105
1 - Major improvement required	187	242	264	264	133	150
0 - Urgent improvement required	24	21	39	41	18	20
Total rated establishments	1776	1749	1704	1801	1837	1868
EH use code A00A – low/no inspectable risk – excluded from the inspection programme	Not used	Not used	Not used	Not used	415	342

## 6.2 Requests for rescore

The table below shows the number of requests from business for their rating to be rescored:

Year	Number of requests for a rescore
2013/2014	39
2014/2015	60
2015/2016	14

The breakdown of improvement following re-scoring is detailed below:

NFHR	No of premises
0 to 3	1
1 to 2	1
1 to 4	1
1 to 5	1
2 to 3	1
3 to 4	3
3 to 5	4
4 to 5	2

## 6.3 New Legislation/Code of Practice

The revised Food Standards Agency Code of Practice came into force in April 2015, and the staff competency requirement came into effect in April 2016. The new code revised the competency and qualification requirements for authorised officers based on a skills matrix. The team have adopted the matrix, each team member is required to complete, update and maintain their own competency matrix. They will be supported in any areas of professional development that are identified as part of this process.

## 6.4 External Grant Funding and Support:

An external grant from the Food Standards Agency (FSA) for £3,875 was awarded to the food team to undertake some food sampling.

## 6.5 Enforcement Policy

The enforcement policy is published on the Council website. The policy reflects the requirements of the BRDO Regulator's Code (July 2013) which was introduced in April 2014. The Enforcement Policy and Regulators Code

sets out a clear framework of what action businesses can expect the Authority to take when breaches of the law are identified.

## 6.6 Liaison with Other Organisations

The team contributes to regional activities through attendance at:

- North East Sector Food Liaison Group
- Environmental Health Forum ( HPA)
- Association of London Environmental Health Managers

## 7. Service Delivery

### 7.1 Intervention at Food and Feed Establishments

#### Food Establishments

7.1.1 The authority aims to undertake good quality, effective interventions that reduce risk to public health. This is seen as vital for consumer confidence and for the economic viability of local businesses.

### 7.2 Improving compliance of non-compliant businesses (rated 0-2):

7.2.1 The team aim to target non-compliant premises which are rated 2 or below on the NFHRS seeking to improve hygiene standards to bring the business into broad compliance. These premises will be subject to interventions (advice/education and verification visits), prior to the risk rated inspection. Officers will serve food hygiene improvement notices and/or seek to prosecute where serious and/or persistent food hygiene offences are identified.

At the 23/3/16 the following interventions were recorded:

I02 - Verification/Surveillance	295
I03 - Advice/Education	95

7.2.2 The aim is to achieve 100% inspection of highest risk premises. This will include Category A –C for food hygiene and Category A for food standards. All premises are inspected and risk rated in accordance with the Food Law Code of Practice.

7.2.3 Appendix C details the operational activities of the team for 2016/17.

7.2.4 The Food Law Code of Practice requires that unrated (i.e. new) food premises be inspected and risk rated within 28 days of registering. At March 2016 there were currently 300 businesses awaiting an inspection. Many of these are beyond the 28 day period. There are insufficient resources to undertake inspections at all new businesses.

For 2016/17 we will triage all new premises recorded on the database to identify which ones are likely to pose a high risk, and we will endeavor to inspect these.

## **8. Inland Control of Imported Food**

- 8.1 Officers routinely check the traceability of all food during their interventions and this includes food that has been imported from outside the EU ("Third Countries").

## **9. Feed Establishments**

- 9.1 The Council has a statutory duty to maintain a register of animal feed premises in the borough and to implement a risk-based inspection programme of animal feed establishments to ensure compliance with the relevant EU and UK legislation.

At present, there are 47 registered premises in Enfield which are mainly farms and food businesses supplying waste food into the animal feed chain. Along with other London Boroughs, the number of feed premises within Enfield is relatively small when compared with the number of establishments that the Council has responsibility for in relation to food safety.

In order to ensure that our legal responsibilities are met, Enfield has collaborated with other boroughs in a pan-London project managed by ALEHM. This is the third year of the project (which is funded by money given from the Food Standards Agency to the National Trading Standards Board).

A total of 15 inspections at supermarkets were carried out in Enfield and all of the premises were found to be broadly compliant.

## **10. Complaints about food and premises**

All complaints are recorded on the M3 database, assessed, prioritised and dealt with according to risk to determine level of intervention and appropriate further action. Therefore not all complaints will be investigated some may just be logged for information (intelligence).

Number of food complaints received:

Year	Food Hygiene	Food Standards
2013/2014	263	134
2014/2015	262	125
2015/2016	225	57

## **11 Home/ Primary Authority Principle**

- 11.1 Primary Authority is administered by the Better Regulation Delivery Office (BRDO) within the Department for Business, Innovation and Skills. Primary Authority allows businesses to be involved in their own regulation. It enables

Appendix A:

Food Standard Agency Framework Agreement Update for 2016/2017  
(Final Draft 16/3/16. Draft 3 30/11/16)

them to form a statutory partnership with one local authority, which then provides robust and reliable advice for other local regulators to take into account when carrying out inspections or addressing non-compliance.

The aim is to deliver improved co-ordination and consistency, and provide for an improved national approach to multi-site businesses in England and Wales.

Enfield will continue to support those businesses through the Primary Authority Principle, providing advice and support on a range of food hygiene/standards and trading standards matters. We will also continue to provide information to local authorities about businesses for which we act as Home Authority following any referral made.

11.2 Enfield has several Home Authority partnerships and five Primary Authority Partnerships with these companies;

- JJ Fast Foods
- Gama
- London Bread and Cake
- G R Wrights
- Horizon Foods

The primary authority partnerships were set up when the scheme first evolved and all need to be reviewed. Enfield does not charge for this function at present. The five premises do not place any unreasonable demand on the service.

## **12. Advice to Business**

The Consumer Protection team is committed to supporting businesses in the borough, facilitating legal compliance, business growth and overall employment and economic viability.

Advice is provided via a variety of mechanisms for example, during official interventions (inspection; revisit; sampling); following a complaint; during training courses and when businesses contact the team.

The team will also signpost businesses to other partners, agencies and other council departments who may be able to assist them.

## **13. Feed and Food Sampling**

In accordance with the Food Law Code of Practice we have a food sampling policy and programme published on our web site. The sampling programme is co-ordinated through the North East Sector Food Liaison Group, attended by the Public Analyst.

The team will participate in EU coordinated; national; Public Health England, and London-wide coordinated sampling projects where there is a clearly identifiable risk/problem specific to Enfield.

Sampling will include a range of microbiological and analytical samples of foodstuffs and environmental swabbing.

Samples are sent for microbiological examination to Public Health England and samples requiring chemical or physical analysis are sent to the Public Analyst.

The Food Sampling Policy is at Appendix D. A review of the Food Sampling Programme performance for 2015/16 and the outcomes are contained in Appendix E. Appendix F details the Food Sampling Programme for 2016/2017.

#### **14. Control and Investigation of Outbreaks and Food Related Infectious Diseases**

In accordance with advice from Public Health England, the Authority no longer investigate isolated incidents of certain food poisoning organisms, namely Salmonella and Campylobacter.

All other isolated cases of food poisoning and all outbreak incidents are investigated in accordance with the Joint Infectious Diseases Protocol and Outbreak Control Plan (issued July 2012).

The team aim to respond to 100% of outbreaks within 24 hours of notification.

All staff follow internal procedures and the Public Health England plans for investigation of food borne illness:

- Outbreak Control Plan.
- Joint Infectious Disease Protocol

There is an out of hours emergency contact telephone list of senior managers should such an incident arise. This is accessible via 020 8379 1000.

#### **15. Food Safety Incidents**

Food alerts are issued by the Food Standards Agency to relay 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.

A Product Withdrawal Information Notice or a Product Recall Information Notice is issued where a solution to the problem has been put in place, for example the product has been, or is being, withdrawn from sale or recalled from consumers. A Food Alert for Action is issued where intervention by enforcement authorities is required. These notices and alerts are often issued in conjunction with a product withdrawal or recall by a manufacturer, retailer or distributor.

The team will respond to all Food Alerts issued by the Food Standards Agency and act in accordance with the Food Alert, Food Standards Agency Code of Practice.

## **16. Liaison with Other Organisations**

Enfield supports the attendance at the following partnership meetings as a mechanism for learning and dissemination of good practice.

- i) Team Leader- Consumer Protection attends the North East Sector Food Liaison Group.
- ii) Senior Environmental Health Officer attends the London Public Health Forum Meetings and London Food Fraud Group.
- iii) Team Leader and/or Head of Regulatory Services attend the ALEHMs meetings.
- iv) Staff are encouraged to participate in relevant Knowledge Hub forums.

## **17. Feed and Food Safety and Standards promotional work, and other non-official controls interventions**

Where resources permit the team will support the wider public health agenda through education and promotional work. Funding was not available in 2015/16 for this work. For 2016/17 the team are working with a qualified nutritionist from Enfield Catering services to visit certain premises rated 3 or above on the NFHRS, in order to make an assessment against the criteria in the CIEH Healthier Catering Commitment.

## **18. Resources**

### **18.1 Financial Allocation**

Annual budget comparisons for the Food Safety team:

Year	Budget
2014/15	£368,830
2015/16	£363,670
2016/17	£361,620

### **18.2 Staffing Allocation**

See section 3.2 for the organisational structure. The team is supported by a Business Support Hub that provides some support to the team for data base management.

### **18.3 Officer Targets**



Officers are expected to achieve a monthly inspection target of:

- 17 food hygiene inspections from the programme
- NFHR 0-2; 2 months before the FHI is due undertake an advice & education intervention; one month before FHI due undertake a verification intervention.
- Any Cat A FS inspection allocated (no target)
- Risk rated food standards inspection on all food hygiene inspections undertaken.
- Service of notices and preparation of prosecution files
- Other incoming reactive work e.g. complaints; food poisoning notifications

18.4 During 2015/2016:

- 1 FTE was on maternity leave – January 2015 to April 2016
- 1 FTE moved to corporate health and safety as part of a restructure in February 2015
- 1 FTE resigned (May 2015) and moved to another Local Authority. This post was successfully filled by an internal candidate; leaving one vacancy.
- 0.8 FTE resigned (December 2015). This post was successfully filled by an internal candidate, leaving one FTE vacancy.

18.5 External food contractors were engaged between December 2015 and March 2016 to assist with the completion of the food inspection programme.

18.6 The use of external contractors will only be considered where there is a back log of inspections which cannot be completed. All contractors meet the requirements of the Food Safety Act Code of Practice Qualifications and Experience of Authorised Officers.

18.7 The Food Standards Agency Code of Practice for Animal Feed requires officers working in this area to have an “appropriate qualification” as specified in the Code. None of the officers in the food team hold this qualification. This is not uncommon in London. The Association of London Environmental Health Managers (ALEHMS) has raised this with the Food Standards Agency. In 2015-2016 ALEHMS piloted a successful project with competent Environmental Health Officers undertaking Animal Feed Inspections at supermarkets. Any complex feed work would be undertaken on behalf of Enfield through ALEHMS and the engagement of a suitably qualified and competent contractor.

## **19. Staff Development Plan**

19.1 In line with Corporate procedures, staff appraisal and development assessments are completed by June of the financial year with six monthly review meetings in September/October. Training needs are identified during this process and may also arise during the course of the year as part of staff monthly one to one meetings.

19.2 The revised Code of Practice introduced a requirement for evidence-based competency assessment for officers. This piece of work will progress throughout the year. Food officers will be provided with the minimum 20 hours continual professional development (CPD) as required by the Food Law Code of Practice.

## **20. Quality Assessment and Internal Monitoring**

20.1 The Team Leader and/or Principal Graded Officers will aim to audit 10% of all food hygiene and standards inspections.

20.2 The Consumer Protection Team policies and procedures are detailed in "One Note" these are subject to ongoing review and change.

20.3 Complaints against the service are received and recorded corporately in accordance with the Council's published Corporate Complaints procedure

20.4 During May 2015 the Team took part in a series of inter Authority peer review inspections at catering premises. The purpose of which was to assess consistency in scoring and rating premises in accordance with the FSA Code of practice and the NFHRS brand standard. The peer inspections were also an opportunity for officers to gather good practice and shared experience from other local authorities.

20.5 To support local authority audits the Food Standards Agency provided funding to ALEHMS to undertake some inter Authority audits. Enfield were part of this programme and were audited on behalf of the Food Standards Agency by an officer from Greenwich. The findings of the audit were complimentary in terms of the content of officer's inspection reports and the associated risk scores applied to businesses. Recommendations were made in relation to the need for local procedures supporting database input which have now been completed.

## **21. Areas for Development**

21.1 Cost recovery for requested re – rating visits (Food Hygiene Rating Scheme (FHRS)).

In 2012 the Council agreed to adopt the Food Standard Agency's (FSA) national scheme for rating the hygiene of premises the Food Hygiene Rating Scheme (FHRS). Premises are rated during a routine official control, in accordance with the brand standard issued by the FSA. Once a business has been inspected and rated they can ask us to visit to reassess their standards. The brand standard is changing in early 2017 to allow councils to charge for these requested rerating visits. Enfield will be implementing this change.

In consultation with legal and financial series we will provide a report to the Lead Member seeking approval for this with a fee for cost recovery. It is anticipated that this will be effective from April 2017.

21.2 Throughout the year we will undertake the following high profile local media campaigns;

i) Publicise those businesses which are non-complaint (i.e. have a rating of 0-3).

ii) Publicise those businesses which are compliant (i.e. have a rating of 3-5)

21.3 During 2016-2017 the Food standards Agency and the Behavioral Insights Team of the Department for Business, Energy and Industrial Strategy (BEIS), ~~BRDO and the BIS Behavioral Insights Team~~ are running a pilot to look into behavioural insights and how the style of food safety letters might impact on the levels of business compliance.

The Pilot is called 'Communicating for Compliance' and the objectives are;

- To review the current letters, altering the letter to a more business focus approach, ~~which follows BBfA principles~~, whilst still being clear about what is required to ensure compliance.
- Seek input from ~~BBfA~~ business partners or Business representative/Associations.
- Revise the letter based on feedback and advice from the FSA and BEIS Behavioural insights team.
- Devise a pilot which follows a method which can be effectively evaluated and used to provide the evidence for National changes in food communications through the FSA.

Enfield will support any recommendations from the pilot that ~~have volunteered to be part of this project which we hope will~~ help improve communication and overall compliance in food businesses ~~further~~.

21.4 Following the successful peer visits with the North East Food Sector looking at catering premises, the sector have agreed to support each other in joint inspections focusing on manufacturers and approved premises for 2016-2017.

## **22. Service Delivery Planned for 2016/2017**

This is detailed in Appendix B.



Name and description of key activity /project	Lead Officer	Key milestones/outcomes	Comments	Key performance targets / indicators	Performance Monitor	RAG
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**FOOD HYGIENE/STANDARDS:**

**Aim 1: Use both education and enforcement as a mechanism to ensure that the production and/or sale of food across the Borough is without risk to health.**

**Objective 1.1 By 31/3/17 Register food and animal feed businesses in accordance with Regulation (EC) No 852/2004 Article 6(2) &183/2005**

<p>Estimate 300 new premises per year for food hygiene:</p> <p>At 31/3/16 :</p> <p>i) there are 415 premises coded with EH main use of A00A &amp; are excluded from inspection.</p> <p>ii) 298 new premises – awaiting inspection (MAFF= N)</p>	All	Legally compliant premises.	<p>Environmental Health will not inspect all new premises due to resources.</p> <p>Premises where there is a low inspectable risk e.g. food banks; domestic cake makers, chemists will be given an EH main use code of A00A (Low risk premises no inspection) This allows premises to be identified on the database but they will not be allocated any food components for inspection. Information will be emailed to the businesses as &amp; when required.</p> <p>A MAFF code of N is applied to all new premises that are set up on M3 &amp; awaiting a FHI/FSI inspection.</p>			A
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**Objective 1.2 By 31/3/17 Implement a series of food hygiene risk based inspections/interventions in accordance with the Food Standards Agency food law code of practice**

<p><b>Inspections</b></p> <p>Inspection of all category A, B &amp; C food premises due for a food hygiene inspection between 1/4/16 and 31/3/17.</p> <p>At 29/3/16</p> <ul style="list-style-type: none"> <li>Cat A = 17</li> </ul>	CT All	Improvements in compliance with FH legislation.		Carry out 100% of Cat A, B & C inspections due	Monthly monitoring of inspections via LAEMS.	R
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Name and description of key activity /project	Lead Officer	Key milestones/outcomes	Comments	Key performance targets / indicators	Performance Monitor	RAG
<ul style="list-style-type: none"> <li>• Cat B = 111</li> <li>• Cat C = 329</li> <li>• Cat D= 195 (plus 177 overdue)</li> <li>• Cat E = 27 (plus 151 overdue)</li> <li>• Total 680 (328 including the overdue inspections) .</li> </ul>						
<p><b>NFHRS 0-2 rated premises due for inspection 2016-2017</b></p> <p>At 29/3/16 there are:</p> <p>0=14 1=113 2=48 Total = 175</p>	KG		<p>By 31/3/17 implement a programme of interventions to bring those premises not in compliance into compliance. Measured through :</p> <p>Visit 1 2 months before the FH is due undertake a advice/education visit ( HI03)</p> <p>Notices should be served by EHO at this point if necessary for training etc.</p> <p>Visit 2 1 month before the FHI is due undertake verification visit (HI02).</p> <p>Visit 3 Undertake programmed FHI. Where broad compliance has not been achieved consider formal action.</p>	<p>See above To achieve a rating of 3 (bringing them into compliance)</p>	<p>Monthly 1:1; LAMEMS monitoring</p>	

Name and description of key activity /project	Lead Officer	Key milestones/outcomes	Comments	Key performance targets / indicators	Performance Monitor	R A G
<b>Objective 1.3 By 31/3/17 Approve all food and feed business establishments operating within the borough that are placing products of animal origin on the market in accordance with EC Regulation 853/2004 and 854/2004</b>						
<b>Vertical Directive Premises</b> Inspect and approve premises under product specific regulations.  2016-2017 <ul style="list-style-type: none"> <li>17 approved establishments (this does not include cold stores which need to be identified this year as the FSA requires some of them to be approved.)</li> </ul>	<b>All</b>	Legally compliant premises	<u>Manufacturers &amp; Approved Premises</u>	Approval to be determined within 28 days from application for newly applying premises.		R
<b>Cold Stores</b> Identification and approval of cold stores	<b>JS</b>					
<b>Objective 1.4 By 31/3/17 Implement a series of food standards risk based inspections/interventions in accordance with the Food Standards Agency food law code of practice</b>						
Inspection premises due for a food standards inspection between 1/4/16 to 31/3/17 <ul style="list-style-type: none"> <li>Cat A = 14 premises</li> <li>Cat B = 121 premises</li> <li>Cat C = 95 premises</li> </ul>	<b>All</b>	Improvements in compliance with FS legislation.		100% inspection of all Cat A premises due for a food standards inspection	LAEMS	R
Overdue food standards inspections <ul style="list-style-type: none"> <li>Cat B = 248</li> <li>Cat C = 280</li> </ul>	<b>All</b>					G

Name and description of key activity /project	Lead Officer	Key milestones/outcomes	Comments	Key performance targets / indicators	Performance Monitor	R A G
<b>Objective 1.5:By 31/3/17 Support businesses to encourage local economic growth through;</b>						
CIEH Level 2 Award in Food Safety in Catering courses to:  1) Businesses 2) Early Years settings 3) Schools	<b>CT RCA MPW JB</b>		To provide business operators and food handlers with training and support to assist them comply with food safety, health & safety and other legislation.	Achieve 95% pass rate of all persons trained.  No. of persons trained		
<b>Chartered Institute of Environmental Health – Healthy Catering Commitment</b> Supported by colleagues in Enfield Schools Catering Services, deliver a series of visits to businesses to encourage the take up of the HCC award.  Target of 50 premises by 31/3/17.	<b>JD</b>					
<b>Food Sector Board</b> Support the Regulatory Services' Public Health Manager in achieving the deliverables detailed in the project plan for the Food Sector Board.	<b>EZH</b>					



Name and description of key activity /project	Lead Officer	Key milestones/outcomes	Comments	Key performance targets / indicators	Performance Monitor	R A G
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**Objective 1.6 Develop a sampling policy and targeted food sampling programme.**  
**Through a targeted sampling programme ensure that all food business operators are fully compliant with EC Regulation 2073/2005 on microbiological criteria for food stuffs.**

<p><b>Sampling</b>            By 30/4/16 review existing sampling policy.</p> <p>By 30/5/16 develop a sampling programme based on intelligence from the North East Sector Food Study Group; London Food Study Group and the Food Standards Agency.</p> <p>The programme shall incorporate a range of microbiological and analytical samples of foodstuffs &amp; environmental swabbing.</p> <p>Priority will be given to locally produced or imported products where Enfield is the originating Authority.</p> <p>FSA grant £3,400 to fund some food samples.</p>	All	Removal of unsafe food from the market & enforcement taken where appropriate.	<p>All sample results must be saved on M3 &amp; the R Drive under results for relevant year.</p> <p>Sampling Priorities yet to be confirmed &amp; allocated for each London LA</p> <p>Priority 1 Meat country of origin labelling            Priority 6 Food supplements            Priority 8 Acrylamide in food service fries            Priority 10 Erucic acid in plant oil            Priority 12 Accuracy of net weight of frozen seafood            Priority 13 Mycotoxins            Priority 18 Pesticide residue in okra            Priority 21 Irradiated foods</p>	<p>No. of samples taken.</p> <p>% satisfactory</p> <p>% unsafe</p>	UK FSS	R
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Name and description of key activity /project	Lead Officer	Key milestones/outcomes	Comments	Key performance targets / indicators	Performance Monitor	R A G														
<b>Aim 2: Empower consumers to make informed choices in relation to the food they purchase and consume.</b>																				
<b>Objective 2.1: By 31/3/17 Utilise the National Food Hygiene Rating Scheme for display of information to the public</b>																				
By 31/3/17 provide a weekly upload to the NFHRS website of premises which have been inspected.	SJI					R														
<table border="1"> <thead> <tr> <th>NFHRS</th> <th>At 17/3/16</th> </tr> </thead> <tbody> <tr> <td>5</td> <td>327</td> </tr> <tr> <td>4</td> <td>188</td> </tr> <tr> <td>3</td> <td>156</td> </tr> <tr> <td>2</td> <td>52</td> </tr> <tr> <td>1</td> <td>108</td> </tr> <tr> <td>0</td> <td>114</td> </tr> </tbody> </table>	NFHRS	At 17/3/16	5	327	4	188	3	156	2	52	1	108	0	114						
NFHRS	At 17/3/16																			
5	327																			
4	188																			
3	156																			
2	52																			
1	108																			
0	114																			
<b>Aim 3: Provide health protection to consumers through:</b>																				
<ul style="list-style-type: none"> <li>the prevention, reduce &amp; control the spread of any notifiable infectious disease within the Borough of Enfield &amp;</li> <li>assessment of private water supplies</li> <li>Risk assessed investigation of complaints</li> </ul>																				
<b>Objective 3.1: By 31/3/17 Provide a risk-based response to all allegations/notifications of food related illness .</b>																				
Ensure notifications of infectious disease/outbreaks are investigated according to internal procedures and the Health Protection Agency plans:	MPW All	Remove and/or reduce the risk of any spread of any infection in the community.				R														
<ul style="list-style-type: none"> <li>Outbreak Control Plan</li> <li>Joint Infectious Disease Protocol</li> </ul>																				

Name and description of key activity /project	Lead Officer	Key milestones/outcomes	Comments	Key performance targets / indicators	Performance Monitor	RAG
<p><b>Animal Feed</b> Annual inspection programme.</p> <p>Enfield does not have any approved premises for animal feed, but have 47 registered premises. <u>Feed Premises Register</u></p> <ul style="list-style-type: none"> <li>• All farms were inspected by contactor as part of ALEHMS 2013/14</li> <li>• 2015/2016 waste food producers have been inspected</li> <li>• 2015/16 ALEHMS grant to inspect 14 supermarkets for animal feed.</li> <li>• 2016/17 we will wait for direction from ALEMS re any work in this area.</li> </ul>			<p>R:\Environment\Environmental Health\Food Safety\Regulation &amp; Legislation\Approvals\Approved premises database.xls</p>			
<p><b>Private Water Supplies</b> Frequency of Inspection:</p> <p><b>There are 3 private water supplies to commercial business in the Borough. All have been risk assessed.</b></p>	RCA					

Name and description of key activity /project	Lead Officer	Key milestones/outcomes	Comments	Key performance targets / indicators	Performance Monitor	R A G
Annual statutory return of water samples taken to be submitted to the Drinking water Inspectorate by 31/11/17  Return to be submitted by 31/1/17						
<b>HEALTH &amp; SAFETY</b>						
<b>Aim 6: To protect the health and safety of residents and workers in the Borough by investigating reported accidents, targeted inspections/interventions, education/ advice, enforcement and the investigation of complaints.</b>						
<b>Objective 6.1 By 31/3/17 Implement a series of health and safety risk based inspections/interventions in accordance with Local Authority Circular 67-2 and the National Local Authority Enforcement Code</b>						
At 29/3/16 there are no A rated premises for health and safety.  Premises will only receive a full health and safety inspection where there has been a serious accident or intelligence suggests that there is a problem premises.	VPK		<a href="http://www.hse.gov.uk/lau/lacs/67-2.htm">http://www.hse.gov.uk/lau/lacs/67-2.htm</a>  National Code			R
<b>Aim 7 : Risk based/intelligence led response to requests for service</b>						
<b>Objective 7.1: By 31/3/17 Target resources at highest risk areas.</b>						
i) Undertake a risk based/intelligence led response to requests for service to determine level of intervention and appropriate further action e.g. informal or formal.  ii) Attend & support the Safety Advisory Group.	VPK					R

Name and description of key activity /project	Lead Officer	Key milestones/outcomes	Comments	Key performance targets / indicators	Performance Monitor	R A G
<b>Safety Advisory Group</b> Chair, attend and support the Safety Advisory Group.	EZH VPK					
<b>Aim 8: Informed, competent staff ; membe public and businesses</b>						
<b>Objective 8: By 31/3/17 Maintain staff competence through training and regional working arrangements; FSA on line training</b>						
Food officers to receive 20 hours CPD, 10 of which must be food related.  Progression of completion of the <u>Competency Matrix</u> .	All	Trained & competent staff		No of hours CPD completed by staff		
Support regional groups, assisting with delivery of intelligence led projects:  <ul style="list-style-type: none"> <li>• NE Sector Food Group = EZH</li> <li>• Infectious Diseases = MPW</li> <li>• NW London Health &amp; Safety = VK</li> <li>• Food Fraud = TBC</li> </ul>	All					
Other Work Not Categorised						
<b>External returns</b> <ul style="list-style-type: none"> <li>• LAE1 (health and safety)</li> <li>• LAEMS (food safety)</li> <li>• FSS (food samples)</li> <li>• Animal Health AH134</li> <li>• Private Water Supplies</li> <li>• Animal feed Return</li> </ul>						



Name and description of key activity /project	Lead Officer	Key milestones/outcomes	Comments	Key performance targets / Indicators	Performance Monitor	R A G
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**FOOD HYGIENE/STANDARDS:**

**Aim 1: Use both education and enforcement as a mechanism to ensure that the production and/or sale of food across the Borough is without risk to health.**

**Objective 1.1 By 31/3/16 Register food and animal feed businesses in accordance with Regulation (EC) No 852/2004 Article 6(2) &183/2005**

Estimate 300 new premises per year for food hygiene:	CT All	Legally compliant premises.	Environmental Health will not inspect all new premises due to resources, premises are triaged & allocated according to risk &/or adverse complaints.  2015/16  <ul style="list-style-type: none"> <li>• 293 opened</li> <li>• 174 closed</li> <li>• 164 new businesses inspected.</li> </ul>			A
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**Objective 1.2 By 31/3/16 Implement a series of food hygiene risk based inspections/interventions in accordance with the Food Standards Agency food law code of practice**

Inspection of all category A, B & C food premises due for a food hygiene inspection between 1/4/15 and 31/3/16.	CT All	Improvements in compliance with FH legislation.	100% Inspection of all Cat A-C (this includes non-compliant Cat C)  Achieved 100% inspection of all Category A, B and C premises  <ul style="list-style-type: none"> <li>• Cat A = 34</li> <li>• Cat B = 286</li> <li>• Cat C = 321</li> </ul>	Carry out 100% of Cat A, B & C inspections due	Monthly monitoring of inspections via LAEMS.	R
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Name and description of key activity /project	Lead Officer	Key milestones/outcomes	Comments	Key performance targets / indicators	Performance Monitor	RAG														
<p><b>NFHS 0-2 rated premises – estimate 400 visits</b></p> <p>At 1/4/15 there are 200 0-2 NFHS premises.</p> <p>By 31/3/16 implement a programme of interventions to bring those premises not in compliance into compliance. Measured through :</p> <p><b>Visit 1</b> 2 months before the FH is due undertake a advice/education visit ( HI03)</p> <p>Notices should be served at this point if necessary for training etc.</p> <p><b>Visit 2</b> 1 month before the FHI is due undertake verification visit (HI02).</p> <p><b>Visit 3</b> Undertake programmed FHI. Where broad compliance has not been achieved consider formal action.</p>	All		<p>• Total A,B,C = 641</p> <table border="1" data-bbox="767 801 999 1010"> <thead> <tr> <th data-bbox="767 801 895 864">FHRS inspection result</th> <th data-bbox="895 801 999 864">At 17/3/16</th> </tr> </thead> <tbody> <tr> <td data-bbox="767 864 895 891">5</td> <td data-bbox="895 864 999 891">327</td> </tr> <tr> <td data-bbox="767 891 895 918">4</td> <td data-bbox="895 891 999 918">188</td> </tr> <tr> <td data-bbox="767 918 895 945">3</td> <td data-bbox="895 918 999 945">156</td> </tr> <tr> <td data-bbox="767 945 895 972">2</td> <td data-bbox="895 945 999 972">52</td> </tr> <tr> <td data-bbox="767 972 895 999">1</td> <td data-bbox="895 972 999 999">108</td> </tr> <tr> <td data-bbox="767 999 895 1010">0</td> <td data-bbox="895 999 999 1010">14</td> </tr> </tbody> </table> <p>The number of premises rated 0-2 was reduced from 200 to 174. This is a good outcome reflecting the positive intervention work undertaken by the team.</p>	FHRS inspection result	At 17/3/16	5	327	4	188	3	156	2	52	1	108	0	14	See above	Monthly 1:1; LAMEMS monitoring	
FHRS inspection result	At 17/3/16																			
5	327																			
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Name and description of key activity /project	Lead Officer	Key milestones/outcomes	Comments	Key performance targets / indicators	Performance Monitor	R A G
Undertake requested re- inspection and/or rescoring of premises in accordance with the FSA Brand Standard.	CT	Improvements in compliance with FH legislation.	<b>Year</b>	<b>Number of requests for a rescore</b>	Increase in NFHRS following request.	
			2013/2014	39		
			2014/2015	60		
			2015/2016	14		
Where resources permit risk based identification and allocation of Cat D food premises due to perceived or known risk. <ul style="list-style-type: none"> <li>Currently 208 Cat D premises on database due for inspection 2015/16</li> <li>There will be no planned intervention at Cat E premises.</li> </ul>	CT All		284 Cat D inspected 64 Cat E inspected.		Monthly monitoring of inspections via LAEMS.	R
<b>Objective 1.3 By 31/3/16 Approve all food and feed business establishments operating within the borough that are placing products of animal origin on the market in accordance with EC Regulation 853/2004 and 854/2004</b>						
<b>Vertical Directive Premises</b> Inspect and approve premises under product specific regulations.	All	Legally compliant premises	<ul style="list-style-type: none"> <li>2015/16 – no new premises approved; all existing ones inspected; 2 ceased trading.</li> </ul>	Approval to be determined within 28 days from application for newly applying premises.		R
<b>Objective 1.4 By 31/3/16 Implement a series of food standards risk based inspections/interventions in accordance with the Food Standards Agency food law code of practice</b>						

Name and description of key activity /project	Lead Officer	Key milestones/outcomes	Comments	Key performance targets / indicators	Performance Monitor	R A G														
Inspection of all category A premises due for a food standards inspection between 1/4/15 to 31/3/16  • Cat A = 10 premises	CT	Improvements in compliance with FS legislation.	100% inspection of all Cat A premises due for a food standards inspection.  At 29/3/16, 475 food standards inspections had been completed across all categories.		LAEMS	R														
Inspection of all category B FS premises where the food hygiene inspection is due between 1/4/15 to 31/3/16  • Cat B = 139 on database, however not all will be subject to FHI	CT	Improvements in compliance with FS legislation.			LAEMS	A														
<b>Objective 1.5: By 31/3/15 Support businesses in improving their food hygiene rating aiding local economic growth</b>																				
Intelligence/risk based interventions at specific premises  I02- Verification/Surveillance I03 – Advice/Education I04 – Sampling Visits I05 – Information/intelligence	All	Legally compliant premises, improvements in food hygiene/standards/	Where repeated/serious problems are found, notices will be served &/or premises subject to prosecution &/or closure. Interventions delivered in 2015/16:  <table style="margin-left: auto; margin-right: 0;"> <tr> <td style="text-align: right;"><b>Total</b></td> <td></td> </tr> <tr> <td style="text-align: right;"><b>I01 - Inspection/Audits</b></td> <td style="text-align: right;"><b>841</b></td> </tr> <tr> <td style="text-align: right;"><b>I02 - Verification/Surveillance</b></td> <td style="text-align: right;"><b>295</b></td> </tr> <tr> <td style="text-align: right;"><b>I03 - Advice/Education</b></td> <td style="text-align: right;"><b>95</b></td> </tr> <tr> <td style="text-align: right;"><b>I04 - Sampling Visits</b></td> <td style="text-align: right;"><b>19</b></td> </tr> <tr> <td style="text-align: right;"><b>I05 - Information/Intelligence</b></td> <td style="text-align: right;"><b>14</b></td> </tr> <tr> <td style="text-align: right;"><b>Total</b></td> <td style="text-align: right;"><b>1264</b></td> </tr> </table>	<b>Total</b>		<b>I01 - Inspection/Audits</b>	<b>841</b>	<b>I02 - Verification/Surveillance</b>	<b>295</b>	<b>I03 - Advice/Education</b>	<b>95</b>	<b>I04 - Sampling Visits</b>	<b>19</b>	<b>I05 - Information/Intelligence</b>	<b>14</b>	<b>Total</b>	<b>1264</b>		LAEMS	R
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<b>I05 - Information/Intelligence</b>	<b>14</b>																			
<b>Total</b>	<b>1264</b>																			

Name and description of key activity /project	Lead Officer	Key milestones/outcomes	Comments	Key performance targets / indicators	Performance Monitor	R A G
			<b>Enforcement Outcomes</b> Voluntary Closures = 13 Notices = 130 across 61 premises Completed Prosecutions = 3 Prosecutions ongoing = 12 Simple Caution = 3			
CIEH Level 2 Award in Food Safety in Catering courses.	<b>CT RCA</b>		To provide business operators and food handlers with training and support to assist them comply with food safety, health & safety and other legislation. Business support assist with administration of the course.	Achieve 95% pass rate of all persons trained.  181 people were trained, 177 passed (97%)		
<b>Schools Catering Service Project</b>	<b>MJH</b>		Review of all documentation used by the schools catering service as part of their food safety management systems.  Documentation updated by EHO; training to cooks & area supervisors. Significant improvement in compliance observed at school premises following this area of work.			
<b>Objective 1.6 Develop a sampling policy and targeted food sampling programme.</b> <b>Through a targeted sampling programme ensure that all food business operators are fully compliant with EC Regulation 2073/2005 on microbiological criteria for food stuffs.</b>						

Name and description of key activity /project	Lead Officer	Key milestones/outcomes	Comments	Key performance targets / indicators	Performance Monitor	R A G										
<p><b>Sampling</b> By 30/4/15 review existing sampling policy.</p> <p>By 30/5/15 develop a sampling programme based on intelligence from the North East Sector Food Study Group; London Food Study Group and the Food Standards Agency.</p> <p>The programme shall incorporate a range of microbiological and analytical samples of foodstuffs &amp; environmental swabbing.</p> <p>Priority will be given to locally produced or imported products where Enfield is the originating Authority.</p> <p>FSA grant £16,475 to fund 75 samples (awaiting confirmation)</p>	All	Removal of unsafe food from the market & enforcement taken where appropriate.	Sampling Policy & Programme	<p>113 samples were taken of which 21 were unsatisfactory. Failures included meat composition; high Aerobic Colony Count (ACC) &amp; labelling issues.</p> <p>See Appendix E- Sampling review 2015/16 for full details</p>	UK FSS	R										
<p><b>Aim 2: Empower consumers to make informed choices in relation to the food they purchase and consume.</b></p> <p><b>Objective 2.1: By 31/3/16 Utilise the National Food Hygiene Rating Scheme for display of information to the public</b></p>																
<p>By 31/3/16 provide a weekly upload to the NFHRS website of premises which have been inspected.</p> <table border="1"> <thead> <tr> <th></th> <th>At 14/4/15</th> </tr> </thead> <tbody> <tr> <td>NFHRS</td> <td></td> </tr> <tr> <td>5</td> <td>667</td> </tr> <tr> <td>4</td> <td>445</td> </tr> <tr> <td>3</td> <td>265</td> </tr> </tbody> </table>		At 14/4/15	NFHRS		5	667	4	445	3	265	SJI		Weekly uploads completed.		Weekly upload to FSA – NFHRS web	R
	At 14/4/15															
NFHRS																
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Name and description of key activity /project	Lead Officer	Key milestones/outcomes	Comments	Key performance targets / Indicators	Performance Monitor	RAG								
<table border="1"> <tr> <td>2</td> <td>119</td> </tr> <tr> <td>1</td> <td>264</td> </tr> <tr> <td>0</td> <td>41</td> </tr> <tr> <td>Total rated establishments</td> <td>1801</td> </tr> </table>	2	119	1	264	0	41	Total rated establishments	1801						
2	119													
1	264													
0	41													
Total rated establishments	1801													
<b>Aim 3: Provide health protection to consumers through:</b> <ul style="list-style-type: none"> <li>the prevention, reduce &amp; control the spread of any notifiable infectious disease within the Borough of Enfield &amp;</li> <li>assessment of private water supplies</li> <li>Risk assessed investigation of complaints</li> </ul>														
<b>Objective 3.1: By 31/3/16 Provide a risk- based response to all allegations/notifications of food related illness .</b>														
<p>Ensure notifications of infectious disease/outbreaks are investigated according to internal procedures and the Health Protection Agency plans:</p> <ul style="list-style-type: none"> <li><a href="#">Outbreak Control Plan</a></li> <li><a href="#">Joint Infectious Disease Protocol</a></li> </ul>	All	Remove and/or reduce the risk of any spread of any infection in the community.	2015/16: 238 Infections Disease (ID) cases reported. 32 were investigated - by category: Dysentery = 11 Viral Hepatitis =7 Typhoid = 1 Food poisoning= 13 Legionella = 0			R								
<b>Animal Feed</b> Enfield does not have any approved premises for animal feed, but has 47 registered premises. <a href="#">Feed Premises Register</a>		NB: Farms inspected in 2013/14 are on an old version of M3 & we can't transfer to the new risk rating.	<a href="#">R:\Environment\Environmental Health\Food Safety\Regulation &amp; Legislation\Approvals\Approved premises database.xls</a>											

Name and description of key activity /project	Lead Officer	Key milestones/outcomes	Comments	Key performance targets / Indicators	Performance Monitor	R A G
<ul style="list-style-type: none"> <li>All farms inspected by contractor as part of ALEHMS 2013/14</li> <li>2014/15 waste food producers have been inspected</li> <li>2015/16 ALEHMS grant to decide on inspection programme.</li> </ul>			15 supermarkets inspected & deemed compliant in relation to food waste that is destined for the animal feed chain.			
<b>HEALTH &amp; SAFETY</b>						
<b>Aim 6: To protect the health and safety of residents and workers in the Borough by investigating reported accidents, targeted inspections/interventions, education/ advice, enforcement and the investigation of complaints.</b>						
<b>Objective 6.1 By 31/3/16 Implement a series of health and safety risk based inspections/interventions in accordance with Local Authority Circular 67-2 and the National Local Authority Enforcement Code</b>						
Inspection of all category A rated premises due for inspection between 1/4/15 and 31/3/16 <ul style="list-style-type: none"> <li>Cat A = 4</li> </ul>		The aim of any proactive inspection at a Category A premises is to reduce the risk and the rating to Category B1 or lower.	<a href="http://www.hse.gov.uk/lau/facs/67-2.htm">http://www.hse.gov.uk/lau/facs/67-2.htm</a> National Code	100% inspection of all Cat A premises		R
<b>Aim 7 : Risk based/intelligence led response to requests for service</b>						
<b>Objective 7.1: By 31/3/16 Target resources at highest risk areas.</b>						
Undertake a risk based/intelligence led response to requests for service to determine level of intervention and appropriate further action e.g. informal or formal.	All	Ensure the protection of public health including the removal of any unsafe food from the market.	Not all complaints received by the food team will be investigated. Each will be assessed on risk to determine the level of intervention and appropriate further action. This may range from no further action; business advice; investigation; prosecution. Further information should be available on the website.	Total number of complaints received & actioned = 775		R

Name and description of key activity /project	Lead Officer	Key milestones/outcomes	Comments	Key performance targets / indicators	Performance Monitor	R A G
<b>of the public and businesses</b>						
<b>Objective 8: By 31/3/16 Improve staff competence through training and regional working arrangements; FSA on line training</b>						
Staff to complete 10 hrs CPD each on core skills.  Training programme of one day per month on line training has been organised.	All	Trained & competent staff		No of hours CPD completed by staff		
Support regional groups, assisting with delivery of intelligence led projects:  i) NE Sector Food Group = EZH ii) Infectious Diseases = MPW iii) NW London Health & Safety = VK iv) Food Fraud = CT	All			Outputs summary i) Sector peer reviews ii) Updates & emerging infectious diseases. iii) Networking. Sampling; Sampling 2015/16 is now completed. London took approx 420 samples. Most failures around meat. Basmati samples x10 failed; 5/10 colour samples		

Name and description of key activity /project	Lead Officer	Key milestones/outcomes	Comments	Key performance targets / indicators	Performance Monitor	R A G
				failed. Spice mixes in noodles from Asia being irradiated but not labelled as such. NE Sector have submitted 120 samples of which 30 failed. A few Palm Oils with sudan. iv) Emerging issues		
Other Work Not Categorised						
<b>External returns</b> <ul style="list-style-type: none"> <li>• LAE1 (health and safety)</li> <li>• LAEMS (food safety)</li> <li>• FSS (food samples)</li> <li>• Animal Health AH134</li> <li>• Private Water Supplies</li> <li>• Animal feed Return</li> </ul>				All statutory returns completed.		



Name and description of key activity /project	Lead Officer	Key milestones/outcomes	Comments	Key performance targets / indicators	Performance Monitor	R A G
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**LONDON BOROUGH OF ENFIELD**  
**CONSUMER PROTECTION**  
**FOOD AND FEED SAMPLING POLICY**

**1. INTRODUCTION**

- 1.1. This policy covers all of the sampling activity undertaken by Consumer Protection in relation to food, animal feedstuffs and private water supplies.

This policy has been prepared having regard to the Food Safety (Sampling and Qualifications) (England) Regulations, 2013, the Food Safety Act, 1990, the Food Safety and Hygiene (England) Regulations, 2013, the Official Feed and Food Control (England) Regulations, 2009, the Food Law Code of Practice (England) (updated April 2015), the Food Standards Agency Framework Agreement on Local Authority Food Law Enforcement, LACORS (now LGR) guidance on food sampling for microbiological examination, January 2002 and Food Standards Agency Practical Sampling Guidance For Food Standards and Feeding Stuffs May 2004.

In relation to animal feedstuffs: the requirements of the Animal Feed (Composition, Marketing and Use) (England) Regulations, 2015, the Animal Feed (Hygiene, Sampling etc and Enforcement) (England) Regulations, 2015 and the Feed Law Code of Practice (England) (updated May 2014) have been considered in the preparation of this policy.

The Private Water Supplies Regulations, 2009 and the Private Water Supplies Technical Manual issued by the Drinking Water Inspectorate have been taken into account in relation to the sampling of private water supplies.

- 1.2. Sampling has a crucial role to play in supporting the aims of the London Borough of Enfield in relation to food hygiene, food standards and animal feed. These aims include:
- the protection of consumers through effective monitoring and enforcement of standards relating to the safety, composition and quality of foods;
  - to support consumer choice through ensuring accurate and legally compliant labeling and composition of foods;
  - to ensure that animal feeding stuffs produced, sold and supplied in Enfield meet the relevant legal requirements;

- to ensure that foods comply with relevant legislation;
- to ensure fair trading within the Borough.

Sampling of private water supplies in the Borough is also undertaken to ensure that supplies are safe, wholesome and meet the relevant legal parameters.

- 1.3. The role of sampling to help to achieve these aims is enshrined in the principal European legislation from which UK food and feed law is derived and the Food Standards Agency monitors the performance of local authorities in relation to food and feed sampling. Details of the sampling activity undertaken by the Council are reported annually to the Food Standards Agency through the use of UKFSS.

In relation to private water supplies, sampling data is reported annually to the Drinking Water Inspectorate within DEFRA.

- 1.4. This policy will be published and reviewed annually. The views of stakeholders will be sought and considered. In particular, the Public Analyst and Food Examiner will be consulted on the policy.

## **2. SAMPLING OBJECTIVES AND PRIORITIES**

- 2.1. The Council's sampling activities will be directed by an annually produced food and feed sampling programme detailing specific surveys that will be undertaken. The inclusion of surveys in the programme will be determined by national, regional and local priorities. The following activities and factors will be considered when devising the sampling programme:

- the investigation of cases of food poisoning and food-borne illness;
- the investigation of complaints about food and animal feed;
- responding to local or national food and feed hazard warnings or incidents;
- participation in EU and national surveys co-ordinated by the Food Standards Agency and Public Health England and regional surveys as determined and co-ordinated by the North East London sector food liaison group, London Food Co-ordinating Group (LFCG) or Association of London Environmental Health Managers (ALEHM) in order to address local and national concerns;
- supporting the food hygiene, food standards and animal feed inspection programme (eg. sampling to help identify poor hygiene practices or to verify food/feed safety management systems);
- responding to current issues affecting food safety, food standards and animal feed. In particular, there will be a continuing emphasis on

foods imported from countries outside of the EU and foods potentially subject to fraud in support of the Food Standards Agency's National Control Plan and any strategic assessment by the National Food Crime Unit.

- consideration will be given to national, regional and local intelligence relating to food/feed safety, composition and labelling;
- consideration of the number, type and inspection risk rating of food and feed businesses in the Borough;
- the Council's responsibilities in relation to food and feed businesses for which it acts as the primary, home or originating authority;
- the number of producers and importers of food and in particular high risk foods within the Borough;
- In relation to private water supplies, the Authority will ensure that sampling is undertaken in accordance with the frequencies specified in the Private Water Supplies Regulations, 2009 based on the extraction rates and nature of each supply. Sampling will also be considered in relation to complaints about private water supplies;
- the needs and expectations of the local community.

### **3. SAMPLING PROGRAMME**

- 3.1. Sampling will normally be carried out in accordance with the programme and protocols will be devised for individual surveys. However, there will be occasions when reactive sampling will be undertaken in response to, for example, a food poisoning outbreak or complaint. A farm to fork approach will be taken to sampling and this has now been extended to include animal feeding stuffs and primary producers eg farms. The programme itself will be reviewed as necessary in order to respond to any specific issues that may arise.
- 3.2. The extent of the Council's sampling activities will be determined by resource availability, the objectives outlined in the Consumer Protection Service Plan and any obligations placed on the Authority by the Food Standards Agency, the DWI and relevant legislation. The Council will liaise with other Authorities and use existing sampling data (available on FSSNet) so as to reduce duplication and make more effective use of sampling resources. Emphasis will be placed on the Council's participation in national sampling surveys organized by Public Health England, the Food Standards Agency as well as regional surveys produced by the London Food Co-ordinating Group and ALEHM. The Council is committed to using UK FSSNet. This is a national food and feed sampling database for local authorities managed by the Food Standards Agency that will enable more intelligence-led and risk-based sampling to be carried out.

3.3 On the 10<sup>th</sup> September 2015 the Authority appointed Jeremy Wooten, whom meets the qualification requirements of the relevant legislation and is appointed as the London Borough of Enfield's Public Analyst for food and Agriculture Analyst for animal feedingstuffs and fertilisers.

The following employees of Scientific Services also hold the relevant qualifications and are appointed as deputies: Duncan Arthur also meets the qualification requirements and is appointed as deputy.

Public Analyst Scientific Services Ltd, i54 Business Park, Valiant Way, Wolverhampton WV9 5GB

Mr Duncan Arthur
Mr Ron Ennion
Mr Kevin Wardle
Mr Stephen Guffogg
Mr Peter Brown
Mr Alan Richards
Ms Elizabeth Moran

3.3. Progress towards completing the programme will be regularly assessed throughout the year. The results and outcomes of surveys will also be examined in the light of the Consumer Protection Service Plan and service objectives will be amended where necessary. Re-sampling will also be undertaken as required, for example, where previous samples have been found to be unsatisfactory or unacceptable.

3.4. Particular emphasis will be placed upon foods that are produced in the Borough for supply on a wider scale and upon premises that act as food importers. It is intended that at least 25% of the total number of food samples taken will be targeted towards manufacturers, importers, premises that are approved under product-specific legislation and premises for which Enfield acts as the primary, home or originating authority. In addition to the types of foods handled by these businesses, account will also be taken of any specific food safety or consumer protection issues that may be applicable (for example, emerging food safety issues, food alerts identified by the Food Standards Agency) in order to maximise the public protection benefits of the sampling programme.

#### **4. TYPES OF SAMPLE**

4.1. All sampling will be carried out in accordance with the requirements of the Food Safety Act, 1990, the Food Safety and Hygiene (England) Regulations, 2013, the Food Safety (Sampling and Qualifications) (England) Regulations, 2013, relevant European law and subordinate legislation as appropriate, Food Law Code of Practice and Regeneration and Environment's Quality Manual procedures and work instructions. Consideration will also be given to any relevant EU or UK government

guidance, sampling protocols produced for specific surveys and the comments of the Public Analyst and Food Examiner.

Formal sampling will be undertaken by suitably qualified officers who are authorised by the Council in accordance with:

(for food) - section 5 of the Food Safety Act, 1990, regulation 5 of the Food Safety and Hygiene (England) Regulations, 2013 and who meet the relevant requirements of the Food Law Code of Practice;

(for feed) – section 67 of the Agriculture Act, 1970, regulation 21 of the Animal Feed (Hygiene, Sampling etc and Enforcement) (England) Regulations, 2015 and who meet the relevant requirements of the Feed Law Code of Practice. Other officers may only take informal samples.

- 4.2. Samples for microbiological examination will be taken formally and will be submitted to the food examiner or to the Public Analyst in certain exceptional circumstances. Samples for chemical or compositional analysis and for comments on labelling will be submitted to the Public Analyst. Animal feed samples will be submitted to the Agricultural Analyst. Samples for routine surveillance or specific surveys will normally be taken informally unless otherwise specified in the sampling survey protocol. If the commission of an offence under relevant food or feed law is suspected, samples will be taken formally. Samples may be taken or purchased at the officer's professional discretion or in accordance with the requirements of the relevant sampling protocol. Further guidance on sampling methods and administrative requirements are contained in Planning and Environmental Protection's Quality Manual procedures. Action for unsatisfactory samples will be taken in accordance with Regeneration and Environment's Enforcement Policy.
- 4.3. As sampling may give rise to criminal proceedings being taken, the integrity of samples and continuity of evidence will be maintained in accordance with relevant legislation, the Food (or Feed) Law Code of Practice, the Police and Criminal Evidence Act, 1984.
- 4.4. Sampling officers should consult the Public Analyst or Food Examiner as appropriate for guidance on sampling methods where necessary particularly in relation to foods having specific sampling requirements and large consignments or batches where statistical methods may need to be applied.

## **5. REVIEW**

- 5.1. The sampling policy will be reviewed annually in order to take into account any changes in legislation, codes of practice and guidance, to reflect the priorities of the Consumer Protection Service Plan, to consider national and local consumer protection priorities, to consider developments within the local food industry and to consider the needs of the service's stakeholders.

Esther Hughes  
Team Leader – Consumer Protection

29/3/16



## Appendix E – Food Sampling Review 2015-2016

Samples were taken from a total of 42 different food premises.

A total of 183 samples have been taken of which:

- 128 were for microbiological examination (of which 32 (25%) were unsatisfactory)
- 55 were for chemical or compositional analysis (of which 11 (20%) were unsatisfactory)

Of these, 135 (74%) were taken formally.

On a more functional basis, samples can be categorised further as follows:

- 61 samples from home authority premises (food businesses that have their decision-making base in Enfield & supply food outside of the Borough);
- 38 samples from premises approved for the processing/handling of certain products of animal origin e.g. meat products, dairy products, fishery products;
- 20 samples of food imported from third countries i.e. those outside the EU;
- 1 sample taken in response to infectious disease outbreak for Salmonella species
- 50 environmental swabs taken (food-contact surfaces and equipment to assess cleaning and disinfection and cross-contamination);
- 0 water samples
- 0 food contact materials

33 % of the total sampling has been undertaken at manufacturers, packers and importers based within Enfield (home authority and approved premises) where this Authority can have a more direct impact and greater influence on businesses in order to ensure that food is safe, wholesome and legally compliant.

In order to maintain the level of food sampling, Enfield obtained separate grant funding from the Food Standards Agency of £3725 to fund an additional 30 food samples. The sampling was targeted at products and contaminants that were of both national and regional concern and included the following projects:

- i) Meat speciation
- ii) Undeclared sulphur dioxide in dried fruits
- iii) Aflatoxin in corn dough
- iv) Arsenic in rice

In addition, Enfield also took part in a London-wide bid for additional funding from the Food Standards Agency which resulted in an additional 16 samples being taken from Enfield premises.

<b>No of samples found to be unsatisfactory</b>	<b>Compositional samples - Problem Identified &amp; Corrective Action Taken</b>
3	Undeclared sulphur dioxide found in retail samples of dried fruits as part of a local sampling project. Sulphur dioxide is an allergen & as such, the products were potentially harmful to allergy sufferers. This resulted in withdrawal of one of the affected products & national allergy alerts being issued by the Food Standards Agency. Advice given to another regarding transferring information at point of sale and the third, advice was issued to the company head office to amend the product label.
1  1  2	<p>Unsatisfactory meat composition of kebab meat – advice given to manufacturer on accurate recipe and labelling. Resampling to be done at next inspection.</p> <p>Unsatisfactory meat content in doner kebab at takeaway so referred to the manufacturer for action.</p> <p>Retail sale of minced beef and minced lamb containing other species not marked on the label. Resampling was done and formal action is being taken against one business that had a further unsatisfactory sample.</p>
3 of 3 samples	Small manufacturer of chocolate spread and nut butter products found to have labelling issues - advice given.
1 sample	Dried cranberries had inadequate labelling as the product was sweetened – advice to trader to amend label.
1	Take away meals advertised & sold as goat meat contained sheep meat only. Further investigation in progress to identify the meat supply chain.

<b>No of samples found to be unsatisfactory</b>	<b>Microbiological samples - Problem Identified &amp; Corrective Action Taken</b>
1	Unsatisfactory levels of bacteria found at the end of shelf life test on cooked meat product from a local manufacturer. Business advised and shelf life reduced and further shelf life testing done on product range.
3 of 3	Samples of salad taken at a restaurant were found to contain E. Coli (general gut bacteria). Advice given to Food Business Operator regarding personal hygiene & cleaning & disinfection. Samples were taken as part of project work and an

Appendix E – Food Sampling Review 2015/2016

	educational/advice visit to improve hygiene standards at premises with a low food hygiene rating.
1	Sample of salmon pate from local manufacturer unsatisfactory for Listeria. Review of cleaning practices undertaken. To arrange for repeat sampling.
One of 3 food samples	Samples of salad taken at a Takeaway was found to contain E. Coli (general gut bacteria). Advice given to Food Business Operator regarding personal hygiene & cleaning & disinfection. Samples were taken as part of project work and an educational/advice visit to improve hygiene standards at premises with a low food hygiene rating.
One of 3 food samples	A sample of salad taken at a Restaurant/takeaway was found to contain E. Coli (general gut bacteria). Advice given to Food Business Operator regarding personal hygiene & cleaning & disinfection. Samples were taken as part of project work and an educational/advice visit to improve hygiene standards at premises with a low food hygiene rating.
15 food and environmental samples	High levels of bacteria including enterobacteriaceae (gut bacteria) and listeria found in sandwich fillings. Environmental samples also found with high levels of enterobacteriaceae (gut bacteria). Resampling and advice to manufacturer to reduce shelf life and to improve cleaning and personal hygiene – Investigation ongoing.
1	Listeria monocytogenes detected in an environmental swab in a smoked salmon manufacturer (not food-contact surfaces). Cleaning & disinfection procedures reviewed.
3	Listeria found in salmon pate from a local manufacturer.  High levels of bacteria and enterobacteriaceae found in egg mayonnaise and tuna pate. Advise to business to improve cleaning procedure and retraining of staff undertaken.
1	High levels of bacteria from imported cooked meat from Italy due to temperature abuse. Advise to business owner how to manage temperature control and resampling to be done.



### Appendix F: CONSUMER PROTECTION FOOD SAMPLING PROGRAMME 2016 - 2017

Month	Survey Type	Officer	Micro/ Chemical	Origin	Description	Dates Sampling Carried Out	Cost	Outcome
April - March	PHE.  Study 58 – Swabbing in Catering Premises  Assessment of hygiene & cleaning practices; Enfield to focus on non-compliant caterers concentrating on cross-contamination	KG  All	M	PHE	Environmental & food sampling to support assessment of practices in poor catering premises  Targeted sampling at premises with a FHRS rating of 2 or less.		PHE allocation	
April- March	PHE.  Other PHE surveys as they arise throughout the year.	All		PHE				
August - March	Enfield  Meat speciation at manufacturers/approved premises.	CT	C	Enfield	Formal sampling to assess composition of meat (kebab) for authenticity.		£5,000	

					Approx 20			
April - March	Undeclared sulphites in dried fruit & preserves	All	C	Enfield	Sampling at importers/packers & retailers to assess labelling for declaration of sulphur dioxide preservative which is also a specified allergen.  Approx 20 samples		£1100	
April- March	FSA Priorities – awaiting funding decision at 3/5/16  Priority 1 meat country of origin labelling  Priority 6 Food supplements  Priority 8 Acrylamide in food service fries  Priority 10 Erucic acid in plant oil  Priority 12 Accuracy of net weight of frozen seafood							

Priority 13	Mycotoxins							
Priority 18	Pesticide residue in okra							
Priority 21	Irradiated foods							

