

**NORTH LINCOLNSHIRE COUNCIL
OFFICER DECISION NOTICE AND RECORD
(PUBLISHED)**

1. DECISION TAKEN

To agree the adoption of revised Service Plans for Food, Feed and Health & Safety for 2019/20.

EXECUTIVE	✓	NON-EXECUTIVE		(Please tick either)
IS THIS A 'KEY DECISION' ? (see definition overleaf)			Yes	No ✓
DOES THIS DECISION RELATE TO EXEMPT INFORMATION?			Yes	No ✓
EXEMPT PARAGRAPH REFERENCE (NOT TO BE PUBLISHED)				

2. OFFICER DECISION TAKER	<p>NAME Peter Williams</p> <p>POSITION/POST Director – Operations</p> <p>SIGNATURE <i>Peter Williams</i></p> <p>DATE 20.11.19</p>
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3. REASONS FOR THE DECISION (Please ref to any report/minute/background documents attached)	To meet statutory obligations.
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4. ALTERNATIVE OPTIONS CONSIDERED AND REJECTED (BY DECISION TAKER(S))	N/A
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TO BE COMPLETED BELOW - ONLY WHEN A DELEGATED OFFICER DECISION REQUIRES PRIOR CONSULTATION WITH A MEMBER (LEADER OF THE COUNCIL, CABINET MEMBER/CHAIRMAN OF A COMMITTEE) IN ACCORDANCE WITH THE 'SCHEME OF DELEGATIONS TO OFFICERS' OR DECISION/MINUTE OF COUNCIL/COMMITTEE OR DECISION/MINUTE OF CABINET/CABINET MEMBER.

5. DECISION REQUIRED TO BE TAKEN IN CONSULTATION WITH RELEVANT MEMBER	<p>COUNCILLOR </p> <p>POSITION </p> <p>SIGNATURE </p> <p>DATE </p>
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<p>6. ANY CONFLICT OF INTEREST DECLARED BY ANY EXECUTIVE (CABINET) MEMBER (S) CONSULTED, WHICH RELATES TO THE DECISION, OR (NON-EXECUTIVE) – ANY MEMBER OF THE COMMITTEE THAT DELEGATED THE DECISION TAKEN</p>	
<p>7. WITH REFERENCE TO 6. ABOVE - HAS ANY DISPENSATION BEEN GRANTED TO THE EXECUTIVE (CABINET) MEMBER? (ONLY APPLIES TO EXECUTIVE)</p>	

PLEASE REMEMBER TO ATTACH ANY ACCOMPANYING REPORT.

WHEN COMPLETE, PLEASE SEND TO SERVICE MANAGER: DEMOCRACY FOR PUBLISHING.

(The definitions of a key decision are when an executive decision is likely -

(i) to result in the Council incurring expenditure or the making of savings (including the receipt or loss of income) over £350,000 in any one financial year; or

(ii) to be significant in terms of its effect on communities living or working in an area comprising two or more wards or electoral divisions in the area of the local authority).

NORTH LINCOLNSHIRE COUNCIL

DELEGATED DECISION RECORD

DIRECTOR OF OPERATIONS

FOOD, FEED AND HEALTH & SAFETY SERVICE PLANS 2019/20

1. OBJECT AND KEY POINTS IN THIS REPORT

- 1.1 To agree the adoption of revised Service Plans for Food, Feed and Health & Safety.
- 1.2 The key points in this report are as follows:
 - There is a statutory requirement for the council to have the above Service Plans and for them to be regularly reviewed.
 - The review has been completed and enhancements made.

2. BACKGROUND INFORMATION

- 2.1 There is a requirement for the Council to have Service Plans for Food, Feed and Health & Safety. These plans are required to be reviewed and updated annually to meet statutory guidance and reflect best practice.
- 2.2 The Plans set out how the council will carry out its food, feed and health & safety functions. This will involve a mix of routine inspection, intelligence led complaint driven enforcement, education, sampling and project work.
- 2.3 The Food Standards Agency Code of Practice sets out the expected levels of interventions to be carried out at different premises. However over recent years there has been a greater focus on targeted enforcement. Therefore more consideration is now given to other methods of interventions rather than traditional routine inspections. The plans reflect this with fewer routine inspections planned than in previous years.
- 2.4 The other principles of the plans have not changed from previous years.

3. **OPTIONS FOR CONSIDERATION**

- 3.1 **Option 1** – To approve the revised Food, Feed and Health & Safety Service Plans.
- 3.2 **Option 2** – To continue with the existing Food, Feed and Health & Safety Service Plans.

4. **ANALYSIS OF OPTIONS**

- 4.1 **Option 1** – This option will comply with the council's statutory guidance to review and update service plans.
- 4.2 **Option 2** – Should the old plans remain in force they would be out dated and not fit for purpose. This option also risks the council not complying with its statutory obligations to review and have in place updated service plans.

5. **FINANCIAL AND OTHER RESOURCE IMPLICATIONS (e.g. LEGAL, HR, PROPERTY, IT, COMMUNICATIONS etc.)**

- 5.1 The plans will be delivered within existing resources. Costs of the service are detailed in the plans.

6. **OTHER RELEVANT IMPLICATIONS (e.g. CRIME AND DISORDER, EQUALITIES, COUNCIL PLAN, ENVIRONMENTAL, RISK etc.)**

- 6.1 N/A

7. **OUTCOMES OF INTEGRATED IMPACT ASSESSMENT (IF APPLICABLE)**

- 7.1 N/A.

8. **OUTCOMES OF CONSULTATION AND CONFLICTS OF INTERESTS DECLARED**

- 8.1 We consult with businesses, following visits by staff, consumers who contact us about services and staff who carry out the service.
- 8.2 Consultee's views are taken into account when planning food enforcement work.

9. **RECOMMENDATIONS**

- 9.1 To approve and adopt the Food, Feed and Health and Safety Plans attached to this report (appendix 1, 2 & 3), in order to comply with statutory guidance.

DIRECTOR OF OPERATIONS

Church Square House
30-40 High Street
Scunthorpe
North Lincolnshire
DN15 6NL
Author: Richard Copley
Date: 8/11/2019

Background Papers used in the preparation of this report;

- Appendix 1 - Food Plan
- Appendix 2 - Feed Plan
- Appendix 3 - Health and Safety Plan Appendix 1, 2 & 3

Where appropriate the report has been seen and commented on by (✓ or n/a)

Cabinet Member	Human Resources	Legal & Democratic	Finance	Property	IT	CMT

Approved by Director(s) of Service (✓)	
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