



Place and Economy – Environmental Health

Commercial Team Service Plan 2024 - 2025

This service plan is in addition to the Corporate Service Plan provided for the Environmental Health Service generally. The plan has been prepared in accordance with the Practice Guidance issued by the Food Standards Agency (FSA). The Plan also covers activities under Health and Safety Enforcement Activities.

The FSA is the national regulatory for food safety, and central competent authority. They are currently working on a programme of work under the “Achieving Business Compliance Programme” and this includes the delivery model for Food Hygiene activities within Local Authorities. The service is keeping up to date with the FSA on this programme of work, as information on the implications becomes more known.

The Food Law Code of Practice issued by the FSA is a (Approved Code of Practice) ACOP providing a statutory code of practice which details how local authorities must manage food hygiene related matters within their area. Covering issues such as competency, intervention approaches, enforcement, service planning and generally the service operations of the service as a Competent Authority, for Food Hygiene.

The service understands that following consultation with Local Authorities the new hygiene delivery model is not changing significantly, as originally proposed by the FSA. However the FSA are proposing more flexibilities with the introduction of responsibilities for Regulatory Support Officer Authorisation, and abilities to undertake more remote assessment. The proposal which required a significant change to management information systems are not progressing, this includes the proposed changes to food hygiene intervention scoring and planned official control frequencies. The FSA are proposing further consultation with the Local Authorities in Autumn 2024, as part of the next update to the Food Law Code of Practice.

The FSA are still looking at approaches to regulate Enterprise Level Regulations, for larger supermarket and multi-site operators trials were running during 2023, with an evaluation planned in 2024. Within the Derbyshire Dales the number of premises with a Primary Authority agreement is low, with more businesses operated as smaller business with single or multiple sites.

The FSA request data from Local Authorities on a twice yearly basis on the 1st April 2024, and October 2024, The FSA have also started auditing local authorities following the pandemic. Due to the FSA bi-annual request for inspection data, Table 3 confirms interventions due between 1 April 2024 to 30 September 2024, and 1 October 2024 to

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31 March 2025 in addition to yearly intervention due data. This data with the service plan will make reporting to the FSA easier in Oct 2024.

The Council provide information to the HSE within a LAE1 Survey on yearly basis on the 1st April each year, confirming intervention activities.

The data provided within the HSE LAE1 and FSA data returns are reflective within the data detailed within this service.

Aims and objectives

- To maintain and improve food safety and health and safety standards within the Derbyshire Dales areas.
- To promote safe practices and safe activities with residents, businesses and visitors to the Derbyshire Dales areas
- To support other services and partners which share the same aims and objectives
- To contribute to the Council's Corporate plan
- To undertake our functions in accordance with the Food Law Code of Practice, and other Statutory Guidance provided by the Health and Safety Executive.

Corporate Plan

The Derbyshire Dales Corporate Plan 2024 - 2028 is a public document available on the Council Website. The plan has recently been agreed by the Members of the Authority. Covering 4 themes namely: **Environment** – a thriving environment in the Derbyshire Dales / **Housing** – Housing that meets the needs of Dales residents / **Place shaping and Economy** – prosperous and sustainable Dales communities and businesses / **Community services and resources** – Resources and services to enable communities to flourish / **A financially sound, fair and responsive District Council**

Environment – a thriving environment in the Derbyshire Dales

- The Environmental Health service is currently working towards providing more Public Facing integration of the Management Information Software (MIS), this will include close working with ICT and the Transformation teams. The aim is for a member of the public to raise an Enquiry on-line, and this will directly connect to the system (MIS Assure) within the Environmental Health service. The initial enquiry types will be Air Pollution Enquiry / Water Pollution Enquiry, then Noise Concerns before working towards reporting a Food Safety concern and / or Health and Safety. The service is currently updating the PPC (Environmental Permits onto the new MIS and Disabled Facilities Grants).

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The key aim of the service is to migrate all the activities undertaken on previous MIS system and incorporate these into the new MIS (Assure)

Place shaping and Economy – prosperous and sustainable Dales communities and businesses

- The Environmental Health service provides advice and guidance to businesses generally to ensure they operate safely. Namely new businesses seeking advice before opening, and existing businesses making changes to their delivery model / business model.

This Service Plan is provided to supplement the Corporate Service Plan, setting out how the Commercial Team plan for managing Food Hygiene and Health and Safety delivery matters. The Corporate Service plan sets out how Environmental Health generally contribute towards meeting the Corporate Priorities for 2024 -2028

Profile of the Competent Authority

Derbyshire Dales District Council is a large rural district (approx.800 Sq Km) with a low population density. The District Council is the 3rd least densely populated Local Authority in the East Midlands Area. The District Council is only responsible for Food Hygiene requirements under food safety regulations. Food Standards is the responsibility of Derbyshire County Council.

The Authority is located partly within the Peak District National Park Area, and the location attracts around 4.9 million visitors and tourists every year. This also can make food businesses seasonal in nature with high and low seasons.

The population is estimated at 71,500 in 2021, is evenly spread across the area, as opposed to being clustered around large towns. The average (median) age is 51 years of age.

Large population centres such as Manchester, Sheffield, Derby, and Nottingham, are located within close proximity for day trips, and holidays within the Countryside, to nearby villages and towns.

Organisational Structure

The Environmental Health service is split into two operational teams, namely Public Health and Housing, and the Commercial Team.

The Principal Environmental Health Officer is the designated Manager and Lead (Food) Officer for the Commercial Team, and works under the Environmental Health Manager, who has wider responsibilities for Environmental Health generally.

The Director of Place and Economy is the designated Director responsible for the activities of the Environmental Health Service. This is a change in the structure following the retirement of the Director for Regulatory Services April 2024. The Food

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Standards Agency have been updated on this change in structure accordingly. The service keeps the FSA directory of Officers up date generally.

The service is based in the Town Hall, Matlock, Derbyshire, DE4 3NN. The Commercial Team work in an “agile” fashion. This results in Officers working from home, on District or from the Council Offices depending on the work activity requirements.

The ‘Business Support Unit’ (BSU), a Council Service under the Corporate and Customer Service Directorate provide assistance to the Commercial Team in the following areas:

- Initial responses to concerns and data entry
- Visitors / collection of food complaints from reception
- Processing letters and other communication streams
- Export Health Certificates Administration
- Facilitating in the General Administration of the service
- Processing new Food Business Registrations and Accidents Reports
- General administration of the Food Business Registration Database / opening / closing and editing records.

The Council operates a Committee System of governance, and the activities of the Environmental Health service report to the ‘Community and Environment Committee’, which then feeds into Full Council.

The Authority has a Service Level Agreement with the UK Health Security Agency York Laboratory for Food Examiner / and Sampling expertise.

Out of Hours

The Environmental Health service does not operate a routine out of hours or call out service. Any member of the public reporting concerns out of hours should call the main Council Telephone number 01629 761100. This will direct Emergency calls to Derbyshire County Council’s Emergency Planning Duty Officer. The on-call duty officer will refer the matter to an appropriate officer depending on the nature and urgency of the problem.

Service user may also contact the service by:

1. Council reception at the Town Hall (as stated above), open Monday to Friday between 9am and 5pm (with the exception of Wednesday morning when the offices open at 9.30am).
2. By telephone – 01629 761212, 8.30am to 5pm Monday to Friday.
3. By E-mail to officer’s individual e-mail addresses or to the general address: envhealth@derbyshiredales.gov.uk
4. The Council also operates a general enquiries on-line form www.derbyshiredales.gov.uk/general-enquiries

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The service follows the Communications and Market Strategy and Customer Services Standards to ensure that the service is accessible by all members of the local community.

Scope of the Commercial Team

The Commercial Team have a wide range of responsibilities which are delivered alongside the food hygiene service namely:

- Health and Safety at Work
- Animal Welfare
- Public Health (Infectious Diseases Control)
- Licensing Inspections for specific activities namely Caravans Sites / Beauty Industry.

The Commercial Team also allocate food inspection work depending on service demand to a contractor Environmental Health Officer. If the intervention establishes issues of concern, then the situation is reported back to the Commercial Team to consider the situation further, as contractors are not responsible for enforcement activities. The Service normally budgets / prepares for additional contractor resources should this be required later in the year Q3 / Q4.

Demands on the Service

The service is very aware of the business land scape within the area, and changes and pressures relating to the cost-of-living crisis, and have noted the following:

- Cleaning standards requiring improvement.
- Issues surrounding cross-contamination of complex equipment immerging.
- Foodstuff being stored incorrectly / extending shelf-life's without considering safety.
- Staffing and capacity issues generally
- Poor awareness of food hygiene requirements and control measures.

The service has been monitoring the number of closed businesses, and registrations careful, and have also made improvements to increase efficiencies. Namely as some establishments have historically been on 3 or 4 inspection programmes, when the site is under the same ownership and same location. Under this situation the site should be rated and inspected as one establishment, saving the Officer time, and other inspection related costs.

The service has also undertaken pro-active and re-active samples in accordance with FSA expectations within 2023/24. The service has also been able to undertake re-active investigations into food safety related concerns and health and safety matters.

The Commercial Team performance for the 2023 / 24 year has been very good in-line with FSA expectations.

Table 1 Establishment's Profile by Risk Score Category on 1 April 2024

Risk Score Category	Total Number (1 st April 2023)	Total Number (1 st April 2024)	Establishments with Hygiene Rating 2 Improvement Necessary or below on the (1 st April 2023)
A	6	7	5
B	35	40	12
C	161	194	9
D	467	415	4
E	377	239	0
UNRATED	24	28	New Business so rating not yet determined
Total	1,082	923	(Records for 923 verified with FHRS uploaded data 5 April 2024)

Table 1

Observations from the establishment profile table, you can see the establishment's profiles for D and E risk have slightly reduced and the risk Profile for C has slightly increased. Before the pandemic the number of premises with a risk profile for C was around 135 (2021 / 2022). Premises rated as C require an intervention every 18 months, Premises rated as D require an intervention every 24 months.

The Service have also undertaken a lot of data cleansing of the records to ensure the database is accurate and reflects the current landscape of establishments within the area. This has included reviewing a lot of the premises Rated as E (low risk subjective to alternative interventions). The service has also reduced the number of inspection profiles by placing larger sites under one risk profile rather than multiple profiles to improve efficiencies. Due to the change landscape of businesses tracking changes and general monitoring for changes is a priority for the service.

Table 2 Establishment's Profile by Food Hygiene Rating

	1 April 2022	1 April 2023	1 April 2024
5 Very Good	753	642	624 (568 Public Ratings)
4 Good	117	129	168 (154 Public Ratings)
3 Generally Satisfactory	47	63	85 (72 Public Ratings)
2 Improvement Necessary	13	15	16

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1 Major Improvement Necessary	15	11	11
0 Urgent Improvement Necessary	2	1	2
Total Rating	947	861	906 sites with a published rating 823
Number of sites Exempt / Excluded / Sensitive / Unrated			100 premises (sites with ratings that are not published or rated)

Table 2

From the table above you can see the total number of establishments with a food hygiene rating has slightly increased in 2023/24, but is broadly around 900 premises.

Hygiene Scores of 3, 4 and 5 are considered to be Broadly Compliant Food Businesses. Some sites registered with the authority are excluded, or exempt from a hygiene rating, these scores are included within the total to show the profile of all sites registered with the authority, not just premises with a published hygiene score. In 2023/24 the hygiene score 4 Good has increased the most from 129 business to 166, and the score for 5 Very Good is slightly lower.

Approved Establishments

The District Council currently has 9 Approved Establishments in total. 8 establishments operate within the Dairy Industry namely Milk processing, Ice Cream / Cream / Cheese / Butter and the one remainder is an Approved Cold Store.

Seasonal Activities

Various businesses which rely on the tourism trade tend to close or reduce the opening hours and level of service during the winter period, also this can attract a frequent change in the registered person.

Unrated Establishment (New Business)

The service is still monitoring closed businesses, as the increase in changes within opening and closed businesses within 2023/24 has been noticeable.

The Commercial Team consider unrated premises as a priority due to the risk from their activities being unknown until an Official Intervention has been undertaken, this may be a telephone call, email correspondence or a site inspection to determine the level of risk they pose. A hygiene rating is only allocated following an inspection of the establishment under the current code of practice.

The estimate number for new businesses in 2024/25 is taken from historical trends over the last 4 years.

Regulation Policy

The Commercial Team aim to support positive business growth and development generally and follow the Government Guidance on undertaking regulatory activities in line with the Regulators Code.

The Council has adopted a Corporate Enforcement Policy to ensure that activities are proportionate, consistent, transparent and accountable. A copy of the Enforcement Policy is available on the Council's website:

www.derbyshiredales.gov.uk/your-council/policies-plans-a-strategies/corporate-enforcement-policy

The Commercial Team will ensure that any enforcement decisions are consistent with our policy and any other enforcement guidance and standards issued by a relevant Government Agency such as the Food Standards Agency, Home Office, and Health and Safety Executives, BEIS.

The Council has systems in place for whistleblowing, raising complaints about the service, appealing food hygiene rating decisions, and take concerns about the service very seriously.

During the period of 2023/2024 the Commercial Team has overseen the following regulatory matters:

- 49 Hygiene Improvement Notices (training, HACCP, structure and waste)
- 5 Improvement Notices for Health and Safety related matters
- 5 Remedial Action Notices (Approved Establishment)
- 3 Voluntary Surrender / Destruction of Foodstuff

For context 8 sites required intervention with formal Hygiene Improvement Notices all served on different matters e.g. a site was serviced with notices separately for HACCP / Waste Storage and Training Matters. The 5 Remedial Action Notices were served on one Approved Establishment which is A Risk. The RAN's were served in relation to one food business establishment to introduce additional restrictions to control the risk associated with Listeria.

The service has also spoken to one business formally under Caution in accordance with PACE (Police and Criminal Evidence Act 1984) and issued a Written Warning for breaches of Food Hygiene Regulations and Hygiene Improvement Notices. It was considered in the public interest to resolve this matter with an informal warning rather than escalating the investigation further.

The service has also shared intelligence with Trading Standards at Derbyshire County Council relating to Food Safety related matters within 2023/24. This included joint working relating to an Allergy Concern at take-away / restaurant premises.

The service has also worked closed with the FSA's incident team, with an incident linked to the Derbyshire Dales.

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Table 3 Interventions at food establishments

The inspections undertaken in 2023/24 and projections for 2024/25

Risk Score Category	Outstanding Interventions From 2023/24	2024-25 projections		
		1 April 2024 / 1 October 2024	1 October 2024 / 31 March 2025	Total for Year
A	0	7	7	14
B	0	14	26	40
C	6	69	34	103
D	59	141	102	243
E	52	25	25	52
UNRATED	18	64	64	128
Total Number of Interventions A-C		157 (full inspection A & B full or partial inspection C risk only)		
Total Number of Interventions D & E		295 (Partial Inspections)		
Total Number of establishment suitable for Alternative Inspection approach (E rated)		The service has reviewed all Low Risk establishments so for 2024/25 only site which require a site intervention are due.		
Total Number of establishments rated D & E requiring an intervention		295 (partial inspection)		
<u>Estimated</u> Number of Re-inspections 2024-25		30		
<u>Estimated</u> Number of New Registration		128		
Grand Total of interventions for 2024/25		610		
Grand Total of interventions achieved 2023/24		627 (interventions namely) (primary inspections / advice visits / sampling visits and re-inspections Grand Total completed)		

Table 3

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The service undertakes re-inspection of establishments when the officer is concerned that an additional intervention is required to ensure public safety. A business can request a re-inspection to review their hygiene rating. This is a request from the business for additional service.

The team has a target detailed within the service plan target EH01: To undertake a secondary food hygiene intervention at premises rated as 2 Improvement Necessary or lower as per the food hygiene scheme level of compliance. The target was to achieve an intervention within 75% of businesses / site. The service achieved a secondary intervention in 72% of businesses / sites inspected in 2023/24.

The team will also be reviewing another target for internal performance namely EH02: To triage all new food business registration according to risk (high / medium / low), and to inspect High Risk premises promptly (within 2 months) within 75 % of new Registrations. The team will be monitoring this situation throughout the year.

The service understands that the FSA are considering more targets nationally for Local Authorities as part of the Achieving Business Compliance work programme, and these service targets will help in the service in preparing from any proposed targets from the FSA.

Within 2023-24 the Council received 13 requests for service for Food Hygiene Ratings, namely 5 Appeals for the Hygiene Score, and 7 inspections for re-assessment.

The service is required to report back information for Food Hygiene Re-inspection requests to the FSA, on the 1st April 2024, namely the changes in scoring following a re-inspection. More information is available if requested from the service on this area.

Food complaints

The Commercial Team respond to complaints/ service requests regarding Food Hygiene matters within the District due to poor hygiene standards, specific foodstuff safety concerns, and provide general advice. All this information is recorded on the data management system as below within table 4

Table 4 Trends in Re-Active Food Safety Matters.

	2020-21	2021-22	2022-23	2023-24	Projections (Mean)
Concerns about a Premises	38	31	48	49	>41
Food Product Concern	35	48	119	51	63
Health Certificate	18	27	22	15	20

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Advice Requests	206	295	118	33	<100
FHRS Inspections & Appeals	13	15	16	13	14
FHRS Advice	54	39	22	22	<34
New Business Registrations	127	135	108	(142) 307*	128

Table 4

***The number of new business registration forms entered on the system for 2023/24 is not reflective of actual registrations received by the Authority. As part of the data cleansing Each Registration Form for the District has been reviewed, and incomplete records have been entered on the system. The Council processed 142 Applications for Registration which required an intervention by the service (Primary Inspection)**

On the 1 Jan 2023 the Environmental Health service implemented a new database for recording enquiries. This appears to be working well and recording the details as required.

The concerns relating to food or hygiene of a premises may result in a site inspection / intervention depending on the situation explained by the member of the public. The service also looks for trends within service requests to establish whether a business is posing a higher risk. The service generally informs the business with details of the concern, and keeps any personal information confidential.

Poor Performance Premises – establishment with a hygiene rating 2 Improvement Necessary or Lower. The FSA classification for these sites is not-broadly compliant businesses.

For any establishment which is not broadly compliant the premises is a priority for re-inspection, to check that any issues of concern have been addressed by the business.

All enforcement decisions in-relation to poor performance are made in accordance with the enforcement policy considering various factors namely: the public safety risk, and any mitigations by the business. Formal actions could result in voluntary or formal prohibitions and improvement notices, or prosecutions.

Home Authority and Primary Authority

The Commercial Team currently has one Primary Authority Relationship with the YHA (Youth Hostel Association) based within Matlock. The company is based throughout the UK. The Council currently charge an hourly rate for any advice provided to this company. The resource implications for the team, have been minimal since the partnership was agreed.

Advice to businesses

The Commercial Team currently offer free advice to help businesses comply with legislation and guidance. Advice is provided during inspections, and specifically if a service request is received. The team also aims to provide advice to new businesses upon receiving a food business registration form. The number of Service Requests received for advice is detail above.

Food Sampling Policy

The Council work in partnership with the UK Health Security Agency to undertake microbiological food samples. When investigations result in food standards samples requiring investigations by the Public Analyst, the department will liaise with Trading Standards at Derbyshire County Council.

The Council undertake the following sampling activities namely:

Surveillance and Interventions– sites which demonstrate poor performance during a routine intervention can be selected for sampling activities i.e. swabbing chopping boards. These sites are normally rated 2 improvement necessary or lower. Or if an officer feels a certain situation may benefit from sampling i.e. routine sampling for a manufacturer to verify the shelf-life of a high risk product, i.e. cooked meats from a butcher shops, or products subject to commercial sterilization techniques.

Imported food sampling – the Council may be requested to sample a specific imported foodstuff at the point of sale, or processing within a food business.

Interventions in higher risk premises (site with a risk category A or B, or score for processing high risk foodstuff, or catering for a vulnerable group), sampling may be appropriate during an inspection i.e. sampling while inspecting an approved establishment, or care home.

Complaints - a member of the public may be concerned about foodstuffs they have purchased; this may be suitable for laboratory analysis.

Special Investigations - Samples may be required in relation to special investigations, i.e. local outbreaks, or special directions by the FSA.

National and Regional Studies - The Derbyshire Sampling Group, and Cross Regional Sampling group may determine that a specific activity requires further investigations. This will result in them releasing a specific study to all local authorities.

The Commercial Team attend the local Sampling Group, to keep up to date with the latest sampling information, and activities of other Local Authorities.

The demand for sampling can vary, depending on what situations are observed during an intervention, and the Council has sufficient equipment and resources to undertake sampling when a situation arises.

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If the sampling activity establishes bacteria of concern, then further investigation and / or enforcement actions may occur if the public are exposed to a health risk, in accordance with the Enforcement Policy. If the sample is unsatisfactory then the site maybe sampled again, until a satisfactory result is obtained. The business will also be offered advice on why the sample was unsatisfactory.

If a site has satisfactory samples results, then generally the site should not be sampled again for another 12 months.

The key factors for determining whether a site should be sampled are as follows:

- Risk (health concerns about a specific product or premises)
- Supply arrangements (is the product distributed widely)
- Verification – ensuring a premises is cleaning sufficiently.

Sampling Programme

The Commercial Team discuss what premises should be added to the sampling programme during monthly team meetings. If urgent samples are required these are instigated without delay outside the programme which identifies establishments which are in scope for a sampling intervention.

During 2023/24 the service collected **82** Food Microbiological Samples for analysis by the UKHSA. **26** samples were failures and required further investigations by the service. The service also reviewed 1 sample which did not require microbiological analysis, the member of the public was concerned about insect contamination within the foodstuff.

The service also collected **59** samples from swimming pools for microbiological analysis by the UKHSA. **11** samples were failures and required further investigations and advice by the service. These samples were collected to look at water quality for public swimming pools during the school holiday. The samples were collected from holiday parks, and pools associated with holiday accommodation.

Liaison with other organisations

The Commercial Team liaise with other organisations by the following means:

- EHCNET – the team has access to this facility
- Knowledge Hub
- Working Groups – Namely Food Safety and Health and Safety
- Food Sampling Group (Derbyshire)

The team aim to be an 'active' member of any partnership working to provide other agencies with advice, or information we have encountered as a department.

Promotional and educational work

The Commercial Team are planning the following promotional work for 2023 / 24.

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- “Working Minds” a national HSE campaign on-going for 2024
- Hygiene standards in Hot Tubs and Tattoo Premises.

The planning for these events is still on-going. The Commercial Team liaise with the Communications Team on these matters. The service will be looking internally at Imported Foodstuff arrangements, as the service understand that the FSA have confirmed this as a priority area for Local Authority Audits.

Control and investigation of outbreaks and food related infectious disease

During 2023/24 service requests / enquiries have been received relating to allegations of infectious disease. The service have investigated these cases within the team. The service is notified by the UKHSA of confirmed cases of notifiable infections. The service has investigated one case of STEC E.coli involving a minor.

If the service was required to respond to a significant outbreak, then officers maybe moved away from normal duties during the investigation, until the situation is under control. This would involve close working with the CCDC Consultant in Communicable Disease Control, and Derbyshire County Council Public Health service.

BSU for example may be tasked with contact tracing and speaking with the public while food officers are inspecting establishments and gathering sampling for analysis etc.

If a major incident is declared with the District the FSA food incidents team would be notified without delay along with the UKHSA and DCC Public Health Service. The Environmental Health service would then make arrangements to investigate the situation in addition to providing a service to the public which may just result in reactive interventions until the situation is dealt with.

An incident of this nature could be outbreak related or food crime i.e. illegal meat activities within the District. The service have good links with the National Food Crime Unit and Trading Standards as part of the Derbyshire Food Liaison Group.

Financial Allocation

Details of the Financial Allocation to Environmental Health, and the Commercial Team is detailed within the Main Corporate Service Plan.

Staffing Allocation

In order to deliver the food hygiene programme, the authority need to ensure that competent qualified staff are employed by the authority, with a sufficient number of staff working on food law enforcement.

No. of Posts	Officers Resource	Food	H & S etc
1	Director of Place and Economy	N/A	N/A

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1	Environmental Health Manager	0.10	0.10
1	Principal Environmental Health Officer	0.65	0.25
3	Environmental Health Officers	2.2	0.8
0.5	Technical Officers	0.5	0
0.5	Graduate Environmental Health Officer (Vacant)	0.3	0.2
0.5	Food Safety Consultant / Contractor	0.5	0
FTE TOTALS		4.25 FTE	1.35 FTE
Occupied Posts		3.95 FTE	1.15 FTE

Table 5

Please note that Officers within the Commercial Team also undertake enforcement activities for Health and Safety, Public Health, and Animal Welfare requirements.

The Environmental Health service is also supported by 2 FTE members of BSU, who also contribute to food hygiene work, along with other duties.

Please note: one Officer who joined the service as a Graduate Environmental Health Officer, has now passed all the professional qualifications to gain registration as an Environmental Health Officer.

Another Officer has just returned back from Maternity leave in September 2023, and is now settling back into the working Environment within the service well.

The service is also recruiting for a Graduate Environmental Health Officer, and Environmental Health Technical Officer. These posts will be mainly be supporting the Public Health and Housing team with support from the Commercial team.

Staff Development Plan

The Graduate Environmental Health Post is a professional development opportunity for a qualified person, to gain experience while also delivering food hygiene and safety interventions.

The Council are members of the East Midlands Council 5 plus 1 Training programme, Mallard legal training, and CIEH. There are corporate budgets for training that are available to bid to annually, plus the directorate holds a budget for seminars and short courses. Food Safety Officers are required to achieve 10 Hours CPD in food safety matters, along with another 10 hours on other areas of work. The Council support Officers in reaching CPD requirements. The PDR (Personal Development Review) is also a key tool in developing staff within the team.

The team also undertake consistency exercises and discuss key safety matters during team meeting and internal training sessions.

Quality assessment and internal monitoring

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To monitor the quality of work and consistency of hygiene rating BSU select 4 premises every month for internal monitoring. These records are checked by the Principal Environmental Health Officer. This monitoring is recorded on a spreadsheet.

The Principal Environmental Health Officer undertakes joint interventions with food officers to monitor performance generally. This is especially required for new employees, and or employees demonstrating competency under the FSA competency matrix.

Identification of any variation from the service plan

The service Plan for 2023/24 was broadly complied with, with only a few lower risk establishments outstanding. These sites are priority for the Q1 and have been included within the projections from 2024/25.

The Council should also consider the quality of the work undertaken, and outcomes achieved in addition to the total number of interventions achieved. The service has dealt with some complex investigations, and undertaken pro-active and re-active sampling activities.

Areas of improvement

Register a Food Business (RAFB) all the food registration for the service are using the gov.uk website. The service has looked into a direct link between the FSA and MIS system, and it was felt the additional expense would not be cost effective for the number of registration received, and the LPG database within the Derbyshire Dales.

MIS the migration from M3PP to Assure is now complete for food hygiene and health and safety related matters. The service nearly complete with the migrate of DFG Disabled Facilities Grants and PPC Inspections and Permits (Environmental Protection Permits)

The service will then be working on Public Facing activities for Enquiries into the service, and (Single Sign On).

Mobile Devices the service is aware that mobile technology for recording inspection and activities is the future, and therefore we are alert to new ideas which are cost – effective. The service has requested feedback from other local authorities via the Food Hygiene Delivery Focus Group.

Health and Safety Functions

Under the Health and Safety at Work etc, Act 1974, the Commercial Team enforce safety standards within various sectors namely: Hospitality, Leisure, Retail, Offices, Nurseries and playgroups. Higher risk premises are inspected by the Health and Safety Executive (HSE) namely manufacturing and farming etc.

The service currently undertake the following functions:

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- Investigating reportable accidents under RIDDOR
- Participate in safety advisory groups for large events
- Undertake health and safety inspections and interventions
- Advise Licensing on Public Safety matters as a Responsible Authority
- Provide general advice to the public, and respond to workplace concerns

The HSE provide guidance to local authorities for planning interventions known as LAC67 (Local Authority Circular). The guidance is provided under Section 18 of the Health and Safety at Work etc, Act 1974, and provides tools for priority planning and targeting of interventions. The HSE has published a new LAC67 version 13 for 2024/25.

Demands on Service

	2022-23	2023-24	Projections
H&S Advice Requests	57	70	63
H&S Inspections	73	74	73
RIDDOR Investigations / Notifications	31	34	32
Significant RIDDOR Investigations	0	1	<2

Table 6

The Team has also provided advice and guidance for Public Events within 2023/24 and this will again be a priority for 2024/25. The team considered the LAC/67 during a team meeting on 12 March 2024.

Officers are currently investigating a serious workplace accident within a kitchen of a local establishment. This is an investigation under RIDDOR.

The service is also expecting a new Licensing regulations under the Health & Care Act 2022, for a Licensing Scheme for practitioners, within the beauty industry for non-surgical cosmetic procedures. The service is still also unclear on the implications for Martin's Law, and whether the LA will have a responsibility for monitoring the implementation of the requirements.

The service will need to plan for these requirements as they are introduced including any requirements for training of officers.

National Priorities Planning for 2023/24

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The HSE have published the latest LAC67 guidance for Local Authorities, revision 13 and following reviewing this document the service feel these priorities are appropriate for the service plan.

Work Related Stress - Working Minds – raising awareness of the work-related stress and mental health campaign “Working Minds” with businesses. Local Authorities are asked to raise aware of the campaign with appropriate SME’s.

The service will continue to promote this campaign generally, within routine inspection reports for businesses.

Electrical Safety in Hospitality Settings – Local Authorities are asked to increase awareness to improve standards of compliance. The pandemic has meant that many hospitality venues have extended their outside space to make the most of the outdoor areas.

The team will be mindful when undertaking inspection to consider electrical safety in outside areas.

Asbestos Duty to Manage Asbestos The service is promoting the duty to manage asbestos within general inspection paperwork, and may consider a campaign in the area for 2025/26.

Respirable Silica Dust (respirable crystalline silica) the service will raise awareness of silica dust generally within the service among officers, and refer any concerns received about dust from construction sites, or restoration works to the HSE, or undertake re-active investigations if concerns are received.

Legionella- Spa pools and hot tubs in the holiday sector in 2023/24 the service looked at Swimming Pool Safety and Hygiene, and for 2024/25 we will gather samples from hot tubs for Legionella and hygiene related samples. This may include water samples and hygiene swabs.

Gas Safety in commercial catering premises – The Commercial Team will raise awareness of these issues during routine food hygiene inspections especially when observations are noted. The standard letter for a food business will be updated with a further guidance on this matter. The Council will be considering viewing gas safety records if after providing advice a situation still requires attentions.

Safety in the Motorsport and Motor Leisure Industries in 2023 the HSE issued a safety notice EPD03-2023 relating to motorsport safety. Local Authorities have been asked to bring this information to the attention of duty holders.

Provision of licensable adventure activities without an AALA licence. The Adventure Activities Licensing Regulations 2008 (as Amended) 1989 require anyone who provides facilities for adventure activities to under 18s in return for payment to hold a licence. Local Authorities are asked to be alert to providers in their local area who may be operating without a Licence, and to take appropriate action. The service has provided guidance on this matter internally to Sports

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Development / Community Safety, and will be monitoring RIDDOR notifications closely.

Priority sites for a Pro-Active Inspection

The following activities within the Derbyshire Dales area will be suitable for a proactive inspection.

- LPG storage on Caravan and Camping sites.
- Wholesale premises (falls from height / machinery / lifting equipment)
- Bakeries and Flour Dust occupational exposure
- Large scale public gathering (festivals and live music) (crowd management, and movements around a site)
- Fires and Explosions

The service also understand that a sampling protocol maybe provided by the UKHSA for hygiene monitoring within Tattoo / Beauty premises, and therefore premises which within this criterion maybe selected for sampling / interventions.

The above matters are within the scope for an inspection by the Commercial Team regardless of whether a complaint has been received by the Public i.e suitable for a pro-active intervention.

During the summer of 2024 / 2025 the Commercial Team will be inspecting / visiting Large Scale public events to review Public Safety standards. These event operators normally attend an event safety management meeting formally known as DESAG (Derbyshire Events Safety Advisory Group).

During the Summer of 2023 the service worked closely with BSU officers looking at swimming pools within the holiday / leisure industry. This was a very productive and worthwhile campaign and the service provided a lot of advice on:

- Life guarding arrangements and equipment
- Chemical storage and use including PPE
- Poolside hygiene and disinfection measures, including arrangements for filtration.
- Monitoring pools effectively to ensure safety of pool water.

The service has not looked at swimming pools for a considerable amount of time, and will be looking at site with Hot Tubs during the summer of 2024, within holiday accommodation.

Animal Welfare Requirements / Inspection Programme

The demand on the Environmental Health service for Animal Welfare related matters has increased since the retirement of the Licensing Manager in April 2024. Therefore, the Environmental Health service is working closely with

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Licensing on Animal Welfare matters. The Environmental Health service has 2 members of staff qualified for undertaking this type of work, and have recently started risk rating these types of premises in order to create a new inspection programme. This work will be on-going over the next 2 years / 18 months. The demands on the service are not fully clear at this stage, as Licensing are currently reviewing the situation.

Key Partners for the Commercial Team

Food and Water Examiner

UK Health Security Agency, Food, Water and Environmental Microbiology
Laboratory, York, Block 10, The National Agri-Food Innovation Campus, Sand
Hutton, York, YO41 1LZ General Office Tel: 01904 468 948
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CCDC Consultant in Communicable Disease Control

UK Health Security Agency – East Midlands Health Protection Team, Seaton House,
City Link, London Road, Nottingham, NG2 4LA General Office Tel 0344 2254 524

Health and Safety Executive

concerns@hse.gov.uk – the Commercial Team has a dedicated HSE Liaison
Officer for a point of contact for other HSE services.