

Report of the Director of Environment and Sport to the meeting of The Executive Committee to be held on September 16th 2014.

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Subject: Food Safety in the Bradford District

Summary statement: The Council is required by the Food Standards Agency to have a documented and approved Food Safety Service Plan in place. This report is brought to the Executive to seek approval for that plan. The report also seeks approval from the Executive for the Council having a policy of actively supporting the promotion of the Food Hygiene Rating Scheme in its business and services.

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Portfolio:

Housing Planning and Transport

Overview & Scrutiny Area:

Environment and Waste Management



1. SUMMARY

The Council is required by the Food Standards Agency to have a documented and approved Food Safety Service Plan in place. This report is brought to Executive to seek approval for that plan. The report also seeks the approval by the Executive for the Council having a policy of actively supporting the promotion of the Food Hygiene Rating Scheme in its business and services.

2. BACKGROUND

2.1 Food Safety is one element of the Councils Environmental Health Service (EHS). The Food Safety Team (FST) carry out a programme of inspections, sampling, advice, education and where necessary enforcement work which is delivered to tackle food safety issues. This is a statutory obligation placed on the Council which is monitored by the Food Standards Agency (FSA).

2.2 One of the requirements placed on the Council is to have an approved documented service plan in place which sets out how the Council intends to meet its statutory obligations. The format of the plan is prescribed by the FSA. This plan is not brought before Executive every year and last year was approved by the portfolio holder. The plan is contained in appendix 1. Members are asked to consider the contents of the plan.

2.3 Key to improving Food safety across the District is the operation of the Food Hygiene Rating Scheme (FHRS). The FHRS is a Local Authority/Food Standards Agency (FSA) partnership initiative running across England (as well as in Wales and Northern Ireland). The City of Bradford MDC adopted the scheme on 1 April 2012. Each time a premises is inspected a rating (in accordance with a brand standard and Code of Practice) is given to the business.

2.4 All ratings are published on the FSA's website at www.food.gov.uk/ratings and there is currently information on over 450,000 UK food businesses now available. This includes information on 3431 food businesses in this District. Businesses are also provided with stickers showing their rating and are encouraged to display these at their premises where customers can easily see them.

2.5 Since the introduction of the scheme the number of premises with a rating of three or more has increased and currently 86.8% of all businesses to which the scheme applies now have a rating of over 3.

2.6 It is considered important that the City of Bradford MDC itself supports the scheme that it runs to help maximise its potential to protect public health and to promote business competition and growth. More detailed guidance is provided in the Appendix 2. It is recommended that Members consider this guidance and agree that it should be followed and that, where appropriate, it be reflected in relevant council procedures.

2.7 The Food Safety Service Plan was considered by scrutiny on July 29th 2014 and the following resolutions were made:

(1) That officers be thanked for the production of a clear and comprehensive report and for their actions to continually improve food safety in the Bradford District.

(2) That the Chief Executive be requested to write to the Food Standards Agency to request that the displaying of Food Hygiene Ratings at food outlets be made a statutory function

3. OTHER CONSIDERATIONS

There are no other matters for consideration at this time.

4. OPTIONS

None

5. FINANCIAL & RESOURCE APPRAISAL

The service plan, as set out, has been drafted to be accommodated within existing resources.

6. RISK MANAGEMENT AND GOVERNANCE ISSUES

There are no significant risks arising out of the implementation of the proposed recommendations.

7. LEGAL APPRAISAL

The functions carried out by the Food Safety Team as identified within the Food Safety Service Plan are statutory functions required under the provisions of various statutes including the Food Safety Act 1990 and associated regulations.

8. OTHER IMPLICATIONS

8.1 EQUALITY & DIVERSITY

The FHRS follows a strict Code of Practice and brand standard and as such it is applied equally to all businesses.

8.2 SUSTAINABILITY IMPLICATIONS

The climate predictions for Yorkshire & Humber describe higher than average summer temperatures and above average winter rainfall. The impact in terms of public health will likely result in increased risks from heat and flooding. There will be a role for local authorities in increasing public awareness of how to cope during a heat wave. Food hygiene will be a key aspect of awareness raising and advice for businesses and households.

The service has linked with the Council's Food Strategy. The promotion of the Good Food Award developed in conjunction with WY Trading Standards will go some way to influence healthier options and the Council's objective to tackle obesity and diabetes.

8.3 GREENHOUSE GAS EMISSIONS IMPACTS

Greenhouse gas impacts would be from office accommodation and transport i.e. energy and fuel consumption. This will be directly, through heat and power in Council buildings or indirectly, via the combustion of fuel in officer's vehicles.

There is a programme of energy efficiency improvements aimed at reducing emissions from corporate buildings managed by the Council's Environment and Climate Change Unit. Currently site visits are carried out in private vehicles and are planned to minimise journeys. Officers maximise flexibility by working flexibly from home, offices and touch down points.

The Food Safety Team has direct contact with food businesses, faced with the cost and risks associated with climate change. Food businesses are burdened with energy bills associated with heating and chilling of food and as such stand to benefit from Council recommendations that will improve energy efficiency.

8.4 COMMUNITY SAFETY IMPLICATIONS

The regular visits by officers and advice given about waste storage and disposal at the site contributes to a feeling of safety within the District.

8.5 HUMAN RIGHTS ACT

There are no Human Rights Act implications.

8.6 TRADE UNION

There are no Trade Union implications

8.7 WARD IMPLICATIONS

The FHRS rating scheme and service plan apply equally across all wards within the District.

9. NOT FOR PUBLICATION DOCUMENTS

None.

10. RECOMMENDATIONS

10.1. It is recommended that the Executive note the contents of the Food Safety Service Plan and take it to full Council for formal approval.

10.2 That members consider the guidance provided in appendix 2 to this report on the use of the Food Hygiene Rating Scheme in relation to the business of City of Bradford MDC and agree that City of Bradford MDC Departments consider the guidance and reflect it in any relevant Council procedures.

11. APPENDICES

Appendix 1 - The City of Bradford Food Safety Service Plan.

Appendix 2 - Using the FHRS - Guidance for Officers and members.

Department of Environment and Sport

**FOOD SAFETY SERVICE PLAN
2014 / 2015**

Department of Environment and Sport

**FOOD SAFETY SERVICE PLAN
2014/2015**

INTRODUCTION	1
SECTION 1 – SERVICE AIMS AND OBJECTIVES	1
1.1 Aims and Objectives	1
1.2 Links to Corporate Objectives and Plans	2
SECTION 2 - BACKGROUND	2
2.1 Profile of the Authority	2
2.2 Organisational Structure	3
2.3 Scope of the Food Service	3
2.4 Demands on the Food Service	3
2.5 Enforcement Policy	5
SECTION 3 – SERVICE DELIVERY	6
3.1 Food Premises Interventions	6
3.2 Performance Data for the Service	6
3.3 Food Hygiene Rating Scheme (FHRS)	6
3.4 Food Premises Complaints	7
3.5 Primary Authority	7
3.6 Advice to Business	8
3.7 Food and Environment Sampling	8
3.8 Control of Infectious Disease	8
3.9 Animal Health & Welfare	9
3.10 Food Safety Incidents	9
3.11 Liaison with Other Organisations	9
3.12 Food Safety Promotion	9
SECTION 4 - RESOURCES	10
4.1 Staffing Allocation	10
4.2 Staff Development Plan	10
SECTION 5 – QUALITY ASSESSMENT	10
SECTION 6 – REVIEW OF WORK	11

6.1	Review against Service Plan	11
6.2	Variation from 2013/14 Plan	11
	APPENDIX 1 – DEPARTMENTAL STRUCTURE	13
	APPENDIX 2 – Food Intervention Programme	14
	APPENDIX 3 – Communicable Diseases	16
	APPENDIX 4 – Performance Management	17
	APPENDIX 5 – Action Plan 2013/14 and 2014/15	18
	APPENDIX 6 – Training Programme 2014	24
	APPENDIX 7 – Sampling report 2013 – 2014	25

Introduction

This service plan covers the food safety and animal health work of the Council's Environmental Health service for 2014/15. The Food Standards Agency (FSA) requires each local authority to produce an annual plan that sets out what measures we will take to safeguard food safety and to review our achievement of the targets we set last year.

Section 1 - Service Aims and Objectives

1.1 Aims and Objectives

Our aims are:-

- 1) To ensure that all food produced, prepared and sold in the Bradford District is safe to eat.
- 2) To increase the awareness of food safety amongst the residents of the Bradford District.
- 3) To support the role of Public Health England in relation to communicable disease control within the city.
- 4) To assist in the delivery of the relevant outcomes within the Public Health Outcomes framework.

To achieve this we will operate a system of inspection, sampling, advice and other initiatives to ensure safety in the production and sale of food.

Using these methods and through other promotional activities and partnership work we aim to ensure the safety of food and thereby contribute to the health and well-being of the whole population. These activities include;

- To deliver an annual programme of food hygiene interventions, this includes inspections, audits, and alternative intervention strategies.
- Promote best practice in food production and sale in Bradford through the national food hygiene rating scheme (FHRS).
- Provide support and advice to local businesses, so they can comply with legal requirements and best practice.
- Publicise food safety issues, by working with partners, through a number of activities as part of local and national campaigns.
- Act as Primary Authority for our partner businesses and deal with enquiries referred on by other authorities and agencies.
- Investigate food poisoning notifications and outbreaks in association with the Consultant for Communicable Disease Control (CCDC), based within Public Health England.
- Investigate complaints about food and food premises.
- Implement an annual sampling programme to include participation in national and regional sampling surveys
- Approve and register special high risk food premises as required by law.

- Enforce food legislation and take proportionate action to secure compliance.
- Take prompt and effective action in response to food alerts and other threats to food safety in the Bradford District.
- Provide training and development opportunities for staff to ensure they are competent, professional and fair.

1.2 Links to Corporate Objectives and Plans

Corporate priorities 2014/15

Supporting the district's economy, jobs and skills and city centre regeneration, improving infrastructure and promoting enterprise

The team's involvement in primary authority partnerships and 1:1 business coaching helps to support local businesses. Participation in the national food hygiene rating scheme also allows the promotion of food businesses with good hygiene ratings.

Supporting the most vulnerable adults, children and families

Participation in Positive Lifestyle Centre sessions based at Bradford City Football Club helps to deliver key messages on food safety in the home and hand washing to school children.

Work undertaken for food safety week has also targeted vulnerable adult groups.

Reducing health inequalities

We are currently working with Public Health looking at initiatives to combat obesity and encourage healthy eating. We also provide support to the Good Food Award led by West Yorkshire Trading Standards service, which is a scheme aimed at food businesses to provide healthier choices. We participate in the Good Food Advice Stall in the Oastler Market as part of the Bradford District Food Strategy.

Safe, clean and welcoming neighbourhoods

We link in with the Environmental Health Enforcement Team and on all of our inspections we assess waste food storage facilities and give advice regarding recycling of waste oil.

Section 2 – Background

2.1 Profile of the Authority

The Bradford District has a population of 501,700 making it the fourth largest district in England. Bradford has the third largest proportion of Black and Minority Ethnic people outside of the London Boroughs and also has a relatively young population structure. The District has a high proportion of non-white residents at 25.89%. Within the ethnic minority population, the proportion of Asian or British Asians is 21.09% which is significantly higher

than the national average and twice as much as the West Yorkshire average. By 2031 the population is expected to rise to 655,100 an increase of 27.8% since 2009. Population projections suggest that the largest growth will be within the Asian population. However with the white population expected to remain fairly static, it will continue to account for more than half the population in 2031. The district covers 141 square miles comprising the City of Bradford and four towns. It has a mix of densely populated urban centres with more rural and semi-rural areas to the west and north, making up 2/3 of the district but the same proportion of the population live in urban areas, mostly in the city.

(Source: The State of The District – Bradford District’s Intelligence & Evidence Base Set. 2010))

To deliver an equitable service in our multi-cultural district, we signpost businesses to information on food hygiene training and advice. There is a high turnover in the restaurant and catering sector of both food businesses and food business operators. This places a strain on the team in terms of premises inspection as an inspection with a new owner takes longer and involves a lot of help and support

2.2 Organisational Structure

The Food Safety function is located in the Environmental Health Service of the Council which is incorporated in the Department of Environment and Sport. An organisational structure for the department is attached at **Appendix 1**.

The Food Standards Service is delivered on a county-wide basis by West Yorkshire Joint Services (Trading Standards). Close links exist with this service.

2.3 Scope of the Food Service

The Food Safety Team carries out all of the food safety, public health and animal health duties that the Authority is legally required to discharge.

The Food Safety Team comprises Environmental Health Officers, technical staff, a Food Safety Officer, an Animal Health Officer and a Private Water Supply Technician.

The team undertakes statutory programmed food hygiene inspections. Part of this includes identifying any food which has been imported from a third country.

An annual food sampling programme is carried out to ensure microbiological standards are met. This includes participation in national and regionally co-ordinated surveys.

Health and safety initiatives are also carried out in food premises whilst officers are on site.

The Food Safety Team investigates reported outbreaks and individual notifications of food poisoning.

Officers inspect farms for primary food production, animal health issues and

investigate matters relating to the safe disposal of animal by-products.

Emergency out of hours cover is provided throughout the year by officers who are contactable through the Department's emergency call out team.

2.4 Demands on the Food Service

The following tables detail the breakdown and profiles of food businesses in the Bradford District.

Table1. Categories of Food Businesses

FSA Category	Number
Primary producers	11 (519 farms)
Manufacturers and packers	108
Importers/Exporters	12
Distributors / transporters	86
Supermarket/ hypermarket	94
Small retailer	1040
Retailer – other	52
Restaurant/café/canteen	579
Hotel/guest House	62
Pub/club	536
Take-away	633
Caring premises	273 (532 childminders)
School /college	222
Mobile Food Unit	189
Restaurants / caterers – other	255
Total	4152 (5203)

There are 38 butchers in the district selling raw and ready to eat foods, including the production of cooked meats and pies.

There are 46 premises that manufacture or process products of animal origin that require statutory approval. This includes 7 on farm pasteurising dairies and we have two specifically trained officers to deal with these.

There are 5 approved cold stores in the district in the past these have been perceived to be low risk food hygiene premises but the horse meat scandal of 2013 has highlighted the need to reconsider the risk associated with this type of business.

There are 11 primary producers in the District for example egg producers and an additional 519 farms with livestock. The livestock farms are inspected by the Animal Health Officer and are not risk rated in the same way that food premises are.

There are 532 childminders in the District; these are not included in the inspection programme in accordance with FSA advice. However we intend to

undertake a surveillance activity in 2014 to ascertain the level of food preparation activity within these businesses.

As well as rated premises, we receive on average 220 registrations from new businesses every year, which require inspection and risk rating. In addition, we have engaged with Neighbourhood Services to provide intelligence about closed and newly opened businesses in the District.

Table 2. Rated premises profile by Risk Category

Risk category	No. of premises 1/4/14	Inspection Frequency
A (highest risk)	25	Every 6 months
B	262	Every 12 months
C	718 *	Every 18 months
D	1536	Every 2 years
E (lowest risk)	1312 (+532 childminders)	Initial inspection followed by alternative intervention
unrated	128	Within 28 days of registration

* In March 2014 the FSA revised the Code of Practice and changes to the risk band have resulted in 464 premises moving from risk band C to risk band D.

All officers are now based at one single point of access at Jacobs Well, Bradford albeit working remotely and flexibly. The service can be accessed via the Council's Contact Centre or by using the online contact forms on the Bradford Council website. Core operating hours are 9.00am to 5.00pm; however officers frequently work out of normal operating hours to visit premises when they are open.

2.5 Enforcement Policy

The Environmental Health Service has published an Enforcement Policy in line with the National Compliance Code, statutory codes of practice and relevant guidelines issued by central government departments and other bodies. Work carried out by the team is in accordance with that policy.

The table below details the enforcement action undertaken during 2013/2014.

Enforcement Action	Number
Voluntary Closure	4
Emergency prohibition order	1
Prohibited person	1
Simple caution	1
Improvement notices	71
Prosecutions	18
Seizure of Food	1
Remedial Action Notice	3

Section 3 - Service Delivery

3.1 Food Premises Interventions

The Food Safety Intervention Programme undertaken by the Council operates in accordance with the Food Standards Agency's (FSA) statutory Local Authority Framework Agreement and Food Safety CoP. The CoP sets out a range of interventions that local authorities may adopt in addition to food safety inspections. These are official controls that include inspections, audits, sampling, monitoring and verification; non-official controls include advice, coaching, education and training, and questionnaires.

Priority is given to the inspection of high risk and approved premises over low risk businesses. This means priority is given to the inspection of highest risk premises, (categories A-C). All registered food businesses receive an intervention in the form of Feeders Digest, our annual newsletter. Low risk businesses (D-E) that fall within the scope of the FHRS website, will however, receive an inspection when resources facilitate this.

A Food intervention programme was developed by the West Yorkshire Food Officers Group and ratified by the west Yorkshire Chief Officers Group, see **Appendix 2**. This aimed to provide the best use of resources and seek a consistent approach across West Yorkshire.

The FSA require local authorities to include inspection of imported food during routine food hygiene inspections. This activity forms part of the overall inspection process.

Where it is the local authority's responsibility to enforce health and safety in food premises, officers from the food safety team may undertake health and safety interventions in food premises. These interventions currently include signposting businesses to health and safety information.

3.2 Performance Data for the Service

The performance targets for 2014/15 and outcomes for 2013/14 are detailed in **Appendix 4**.

3.3 Food Hygiene Rating Scheme (FHRS)

The FHRS provides consumers with information on food hygiene standards to help them to choose where to eat out or shop for food. Food outlets, such as restaurants, takeaways, pubs and supermarkets, are inspected by the food safety team to check their hygiene standards meet legal requirements. The standards found at these inspections are rated on a scale ranging from '0' at the bottom to a top rating of '5'. The aim is to encourage businesses to improve standards and reduce the incidence of food borne illness.

Table 3. % Distribution of rated premises under the FHRs

FHRs	1/4/2013 %	1/4/2014 %
5	58.8	60.5
4	18	17.1
3	9.1	9.1
2	3.5	3.9
1	9.3	8.3
0	1.3	1.0
3 or better	85.9	86.8

3.4 Food Premises Complaints

The Food Safety Service investigates complaints regarding poor hygiene in premises, complaints about unfit and foreign bodies in food. It also responds to requests for advice from business or the public.

Food complaints and service requests are dealt with in accordance with actual risk. Where the complaint presents no risk to health, complainants are encouraged to contact the vendor or manufacturer directly to resolve the matter.

3.5 Primary Authority

The Service supports the Primary Authority Partnership (PAP) scheme which is run by the Better Regulation Delivery Office.. This is a formal partnership arrangement between a local authority and a national food business based in the District. The Local Authority becomes the national point of contact to advise the business on food / health and safety matters. We have a PAP with:

- Aagrah Restaurants
- Caterleisure
- Akbars restaurants
- National Federation of Fish Friers Association

All work carried out as part of the PAP arrangement is funded by the business with whom the partnership has been entered into.

Bradford is also the “originating authority” for several large manufacturers supplying food nationally.

3.6 Advice to Business

We provide help and advice to new and existing businesses during inspections or following an enquiry. Leaflets and documents for use in running a safe food business are provided either on request or as part of a follow up to an inspection.

Information is available on the Bradford Council website.

We provide 1:1 coaching for a fee on the Safer Food Better Business pack for those businesses that are struggling to comply with Article 5 of Regulation (EC) No. 852/2004, which requires businesses to have a documented food safety management system in place.

We produce a business focused newsletter (Feeders Digest) annually that includes mainly food safety information. This is sent out to all food businesses in the District. The aim is to be able to send this electronically in the future.

3.7 Food and Environmental Sampling

An effective food sampling programme is an important part of a well-balanced food enforcement service. Our microbiological food sampling is undertaken in accordance with a sampling programme produced annually and in response to food complaints/investigations. The sampling programme includes taking part in national surveys determined by national co-ordinating bodies. It also includes a commitment to allocate 10% of the Authorities annual credit allocation to be used to take samples of food which have been imported from third countries, as required by the Food Standards Agency.

Environmental sampling is also considered an essential part of the service. Environmental swabs are taken in businesses to assess both the cleanliness and the safety of the food preparation environment. This usually includes taking swabs of food and hand contact surfaces.

The Public Health England Food Water and Environmental Microbiology Laboratory, York allocates local authorities with an annual sampling “credit” based on population size and historical sampling patterns. We are required to carefully manage this to ensure we do not “overspend” our sampling allowance. Likewise if we do not use our credit allocation then this could be reduced by the laboratory. Appendix 7 provides a full report on the sampling programme.

3.8 Control of Infectious Disease

The Food Safety Team works closely with Public Health England and liaises with the CCDC in the investigation of outbreaks and individual cases of food-borne disease. The ‘Protocol for investigation and management of sporadic cases and outbreaks’ details the West Yorkshire authorities policies and method of investigation of notified infectious diseases.

Appendix 3 outlines the demands on this part of the service for 2013/2014

3.9 Animal Health & Welfare

The Animal Health Officer within the Food Safety team undertakes primary production inspections at farms and works in liaison with Defra, RSPCA, veterinary surgeons and other local authorities.

3.10 Food Safety Incidents

The service responds to food alerts notified by the FSA in accordance with the Code of Practice and our Procedural document ENV-COM-012. We always

deal with them as detailed by the FSA. The reactive nature of this activity makes it difficult to estimate the resource necessary.

3.11 Liaison with Other Organisations

The service is committed to liaising with other local authorities and associated organisations to ensure consistency and fairness. This is achieved by being actively involved in a number of groups, including

- West Yorkshire Principal Food Officers Group (includes Trading Standards)
- West Yorkshire GI Group
- West Yorkshire Animal Health Liaison Group
- Yorkshire and Humberside Animal Health Liaison Group

We also work closely with Public Health and Public Health England.

3.12 Food Safety Promotion

The service takes part in a variety of food safety promotion activities in order to raise awareness of food safety in the home and in businesses. These include:

- Support for 'Food Safety Week'
- Manning the Good Food Advice Stall, Oastler Market.
- Production of Feeders Digest.
- Maintenance of the Food Safety website.
- Participation in Positive Lifestyle Centre sessions based at Bradford City Football Club to deliver key messages on food safety in the home and hand washing to school children.
- Publication of articles in the local press and community publications.
- Publishing the food hygiene ratings of food businesses on the national website.
- Presentations and or attendance at community events and schools upon request.
- Provision of support for the delivery of the CIEH Level 1 Food hygiene training to Council employees through partnership work with the training section.
- 1:1 coaching on the SFBB pack (fee applicable)
- Identification of opportunities for engaging in the Public Health Agenda and nutrition.

Appendix 5 details the list of other work that we had planned for 2013/14 and the priorities for 2014/5.

Section 4 – Resources

4.1 Staffing Allocation

The service has seen a reduction of staff due to non-replacement of staff that have left and reductions in hours and retirements. As a result the number of full time equivalent officers engaged in food safety for 2013/14 was 10.5 in 2010/11 it was 12.5. To manage the delivery of the service as required by

statute increasingly alternative interventions are being utilised and revisits are only carried out when serious issues have been identified. The national average is one officer per 350 premises; on this basis we would require an additional 4.5 officers.

4.2 Staff Development Plan

Training and development needs are assessed on a yearly basis through staff appraisals. Training needs are met by:-

- Courses to achieve specific qualifications.
- Attendance at technical seminars.
- In-house training on specific issues.
- Cascade training by staff that have attended relevant courses.
- Accompanied visits.
- Peer Review
- Training provided by the Food Standards Agency.

All food enforcement officers are required to do 10 hours annual Continual Professional Development training in food safety and inspections in accordance with the FSA CoP. The service has made a commitment to ensure it provides this amount of training for all officers. We provided 10 hours training last year. The West Yorkshire Principal Officers Food Group has been very successful in the last 12 months in bidding for training courses organised and funded by the FSA to be run for the region.

We are also proposing to use the Regulators' Development Needs Analysis (RDNA) tool for assessing officer competency in line with the FSA proposal to use this tool. The RDNA tool has been produced by the Department for Business, Innovation and Skills in conjunction with other agencies such as the FSA and the Chartered Institute of Environmental Health. It is an interactive web based tool that enables regulators to identify and prioritise their development needs.

The training programme for 2014 is attached in **Appendix 6**.

Section 5 - Quality Assessment

The service has systems to maintain performance and quality. Reviews of performance are undertaken quarterly at managers meetings. Reports against the food plan enable monitoring of progress against the targets.

The Quality Management System (QMS) includes a series of procedural documents that state the minimum standards for our food safety enforcement activities. Work is monitored via peer review and random checks by managers on inspection files.

Monthly customer surveys of our re-active and pro-active services are used to review and improve our standards of service delivery.

Section 6 - Review of Work

6.1 Review against Service Plan

The Environmental Health Management Team monitors performance on a quarterly basis. The information is also made available to the Senior Management Team and the Assistant Director. A review against the plan is undertaken at manager's one-to-one meetings with the Principal Manager.

In 2013/14 we carried out 3028 interventions, which were a mix of inspections, sampling and other visits to food premises. 100% of our high risk category A and B premises that needed an inspection received an inspection.

18 prosecutions were completed and 1 simple caution was issued

Our sampling credit allocation for the year was 20,500 and we used 10,550 credits of this taking a mixture of food, dairy, water and environmental samples. (The health and safety team used 10% of this figure for sampling at hairdressers and nail bars.) We underperformed on our sampling programme for the year due to other competing demands on the service. A full report is available at **Appendix 7**.

We dealt with 6 outbreaks. These were as follows:

- A norovirus outbreak in a golf club
- A norovirus outbreak associated with a restaurant
- 4 unknown source outbreaks associated with a public house, restaurant and two take-away premises.

At the end of 2013/14 our figure for food establishments broadly compliant with food hygiene law was 87.1% a slight increase up from 86.8% the previous year.

6.2 Variation from 2013/14 Plan

A number of issues have arisen that have placed extra demands on the service these include:

A number of temporary high profile events have been held in the City including the Curry Festival and Saltaire Festival. The Service follows the CIEH guidance on outdoor catering which outlines the requirements for food caterers at temporary events.

The team has been leading on an investigation with the FSA involving a person prohibited from running a food business; one officer has been working on this case for over 10 months. This also led to the identification of an illegal meat cutting plant which was subsequently closed and the meat destroyed. Prosecution files have been prepared. Funding from the FSA has also been obtained for certain investigative costs and legal expenses. An application for additional costs will be made at the end of the investigation.

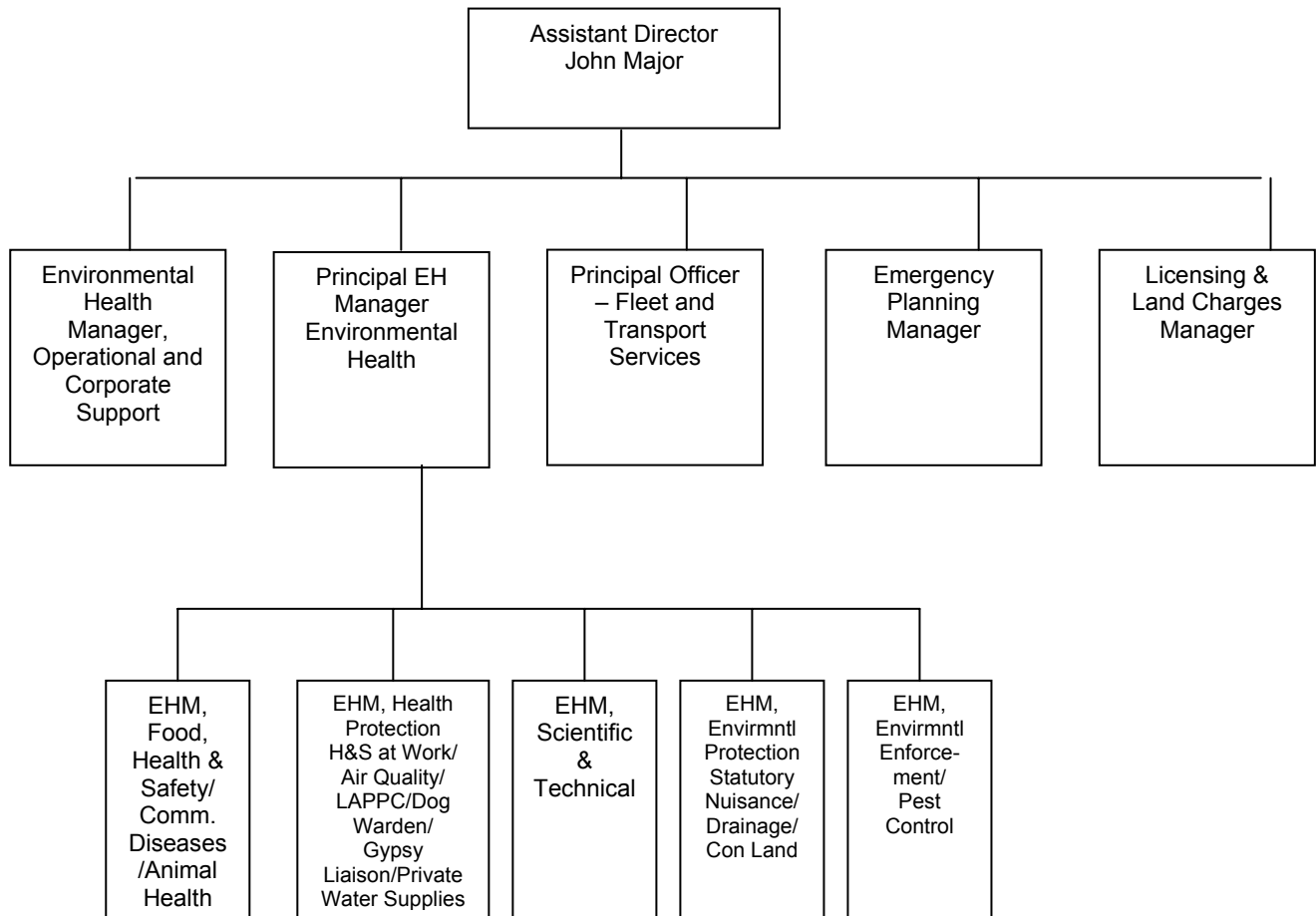
The team has applied for and obtained a Part 2A order under the Health Protection Regulations. This involved working with the CCDC to apply through the magistrate's court to have the person detained at hospital in order that the appropriate tuberculosis (TB) medical treatment could be administered and to protect the wider community from spread of the disease. The team had also to secure the services of a security company to prevent the individual absconding from hospital.

We became involved in the Good Food Advice Stall which is an initiative that has arisen from the Bradford District Food Strategy; this involved manning the stall to give food safety advice to members of the public.

We have provided support to the Good Food Award which is a scheme led by WYTS to encourage food businesses to offer healthier options. We raise awareness of the scheme by distributing leaflets during inspections and have provided WYTS details of premises eligible for the scheme from our computer database.

Appendix 1 – Departmental Structure

DEPARTMENT OF ENVIRONMENT & SPORT ENVIRONMENTAL AND REGULATORY SERVICES



APPENDIX 2 – Food Intervention Programme

FOOD HYGIENE INTERVENTION PROGRAMME 2014/2015

This document sets out the type of interventions to be applied within the premises for which we have enforcement responsibilities. The intervention programme is based upon;

- The Food Safety Code of Practice, which allows local authorities flexibility to introduce a mixture of interventions.
- Implementation of an intervention-based programme enabling the food safety service to reduce the level of burden on compliant businesses and focus more resources on those with poorer standards.
- Reduction in staff numbers
- A risk -based approach, aimed at directing greater resource to those food businesses that present the greatest risk.
- The implementation of the FHRS.

Category A & B

Inspection, Partial Inspection or Audit

Category C

Fully compliant premises (Hygiene: 5 or less; Structure: 5 or less; CinM: 5 or less)

If achieved the FHRS 5 rating for 2 consecutive years: questionnaire to be sent.

If not achieved the above – follow system for broadly compliant.

Broadly compliant premises (Hygiene: 10 or less; Structure: 10 or less; CinM: 10 or less)

Alternate between

Inspection - Re-rate a business

And

An official control: e.g. Sampling visits –Do not re-rate

Not broadly compliant

Full Inspection

Category D

If the business does not have a FHRS rating, then the officer must undertake an inspection to rate the business.

Officers may then alternate between official controls and other interventions.

FHRS rating of 5 for 2 consecutive years – AES questionnaire to be carried out.

Category E

If a Category E has not received a FHRS, then a visit must be made to the premises and an inspection carried out to rate the business.

Once rated, Category Es will receive a postal or telephone questionnaire. The business will be expected to return the questionnaire. Contingencies will be in place to follow up on those businesses that have not responded. This will be documented but is likely to include either a visit, solely to complete the questionnaire or possibly a telephone call to complete the

questionnaire.

Additional Premises Specific interventions

Butchers selling raw and ready to eat food

All butchers, regardless of risk rating shall be subject to an official control in the form of a full inspection

Approved Premises

All premises requiring approval regardless of risk rating shall be subject to an official control in the form of an inspection (full/partial/audit).

Childminders

Childminders are required to register and are included in the inspection programme. However we are not required to visit. We would respond to requests for advice. A letter and questionnaire is to be sent during 2014 to give advice and determine if any should be visited.

New Premises

All new premises shall receive an official control in the form of a full inspection to allow them to be accurately rated for entry into the Intervention Programme.

Appendix 3 – Communicable Diseases

Bradford Environmental Health - Communicable Diseases

The following notifications have been dealt with by Environmental Health:

Disease		2013/2014
Hepatitis A		1
Cholera		1
Dysentery	Entamoeba histolytica	3
	Shigella Boydii	0
	Shigella Dysenteriae	0
	Shigella flexneri	19
	Shigella sonnei	13
	Not Typed	
Food Poisoning	Bloody diarrhoea	0
	B.cereus	0
	C.botulinum	0
	Campylobacter	484
	E.coli 0157	9
	Listeria	0
	Salmonella	96
	Suspected Food Poisoning	93
	Yersinia	1
	Not Typed	0
Gastro Enteritis	Cryptosporidium	47
	Giardia	60
Respiratory Disease	Legionella	1
	Tuberculosis	3
	Part 2a order	1
Paratyphoid Fever	Salmonella	7
Typhoid Fever	Salmonella	2
Total		831

APPENDIX 4 - Performance Management

Activity	Number of businesses expect to inspect 2013/14	Number of businesses inspected	Comments	Number of businesses expect to inspect 2014/15
<u>Food Hygiene Interventions</u>				
A (high risk)	47	47	100% completed	25 in first 6 months
B	239	239	100% completed	262
C	798	743	93% completed.	407 (target lower because of CoP changes to banding)
D	745	457	61% completed	941
E (low risk)	807	476	59% completed	441
Unrated (newly registered businesses)	277 (This included outstanding premises from the previous year)	265	96% completed	112
Revisits		Total 756	These are visits to check that work required has been completed	Target cannot be set.
NI 184 (broadly compliant)	87.1%			Target 90%
<u>Imported food</u>				
Samples	10% of credit allocation	53 samples 6.6% of credit allocation		10% of allocation
<u>Food and water Sampling</u>				
Number of food samples and environmental swabs		Total 384		
<u>Service Requests</u>				
Total number received		1322	Demand for 2012/13 was up by 17% and 2013/14 saw a further increase of 29.6%	

APPENDIX 5 - ACTION PLAN 2013/14 and 2014/15

Topic	Planned 2013/14	Achieved 2013/14	Planned 2014/15	Target 2014/15
SFBB seminars	15	4 We ceased to run the courses during 2013 due to lack of interest.	1:1 coaching for a fee.	No target set.
Food Hygiene Seminars /talks	On request dependant on resources	1 food hygiene talk for 1 st year catering students at Bradford College	On request as resources allow	No target set.
Primary Authority Partnership (PAP)	To continue to promote the PAP and establish partnership were appropriate.	Aagrah partnership confirmed. Caterleisure partnership confirmed. Akbars partnership confirmed. NFFF partnership confirmed	To continue to promote the PAP and establish partnerships were appropriate. Agree work to be undertaken with each PAP	Develop inspection plan for Caterleisure.
Partnership work with Jamie Oliver Ministry of Food		Organised 2 events to promote good hand washing techniques using the UV Glow Box, and promoted FHRS.	1 event planned: Food Revolution Day 16 th May – a yearly event to give advice to school children including cooking and hand washing.	Completed: approx 100 children attended.

Topic	Planned 2013/14	Achieved 2013/14	Planned 2014/15	Target 2014/15
Food Safety Week (FSW)	Participate in the FSA's planned week of activity. The theme was "Kitchen Check"	9 events held during FSW. One whole day spent at the Jamie Oliver Ministry of Food. 5 events held at children's centres and 3 events to over 60's groups. The week focused on getting people to think about their kitchen habits and whether they were putting their family and friends at risk of food poisoning.	Participate in Food Safety Week 2014. This year focus is on reducing cases of campylobacter and includes the theme "Don't wash raw chicken"	Min. of 6 events planned at luncheon clubs and children's centres.
World Curry Festival	Unplanned event: This was a 3 day event held in City Park and we were offered a free stall. Worked in partnership with Markets Dept, Ministry of Food and Public Health	Spoke to over 150 people over the weekend and promoted FHRS, food hygiene, infection control and nutritional information.	To consider attending the event if offered a free stall.	
CD procedures	Review the CD procedures annually and after feedback from officers.	Completed as required.	The WY Gastro Intestinal Group was produced standardised procedures for the West Yorkshire LA's and CD procedures need to be amended to reflect this.	To investigate all cases of CD in line with the agreed protocol. Performance indicators to be produced to demonstrate compliance.

Topic	Planned 2013/14	Achieved 2013/14	Planned 2014/15	Target 2014/15
CD educational initiatives	In conjunction with PHE and Education Dept – To provide a seminar for school staff on prevention and control of communicable diseases.	1 event held and over 100 staff attended.	To repeat the seminar annually.	Hold 1 event in 2014.
Communicable Disease Audits	To carry out a suspected food poisoning, cryptosporidium and salmonella audit to verify that procedures were followed and implement changes as required/ lessons learnt.	Audits undertaken – no major issues identified	To carry out 1 audit a year on major organisms	Audit of e.coli 0157 cases to be undertaken.
Infection Control Week			To work in partnership with Public Health England on events during the week (Nov 2014)	To be determined – this is a new event for the Food Safety Team.
Quality Management System (QMS)	Ongoing review of procedural documents in line with CoP.	Procedural documents were updated, as necessary. These are now stored electronically on Q:\drive.	Ongoing review of procedural documents. To scan these as they are produced so that they are available to all officers via hyperlink.	Review of documents to be undertaken by members of the food safety team by 31/6/14.

Topic	Planned 2013/14	Achieved 2013/14	Planned 2014/15	Target 2014/15
Food Team Review			To review how the team operates to determine alternative ways of working and make best use of resources whilst prioritising high risk topics.	Review to be completed by 31 st July 2014.
Training for staff FSA courses	Officers to attend relevant Food Standard's Agency Training provided during the year. Officers also to attend other relevant training provided by other organisations.	The following courses were run in 2013/14 <ul style="list-style-type: none"> - Vacuum Packing Course - Effective Imported Food - Control for Inland Authorities - E.coli O157 Course - Intervention Risk Rating Consistency - HACCP Assessment for Authorised Officers - Sampling Imported Foods for Contaminants - Sous-Vide for Local Authority Authorised Officers - Consistency Training 	To continue with provision of cascade training for staff. Staff to attend "business critical" training as required. To bid for FSA courses in conjunction with WYPFOG	All food officers to undertake a minimum of 10 CPD hours in food related issues.
Good Food Advice Stall	New initiative that had not been planned for. The stall was introduced in the Oastler market as part of The Bradford District Food Strategy	Manned the stall on 5 occasions giving advice to members of the public on hand washing, preventing food poisoning and FHRS	To continue to support the Good Food Advice Stall when requested.	

Topic	Planned 2013/14	Achieved 2013/14	Planned 2014/15	Target 2014/15
FSA led food safety campaigns including promotion of FHRS	To use FSA promotional material produced for various campaigns.	Promoted the 'Christmas campaign for consumers' by producing PowerPoint presentation shown on plasma screens throughout council departments and produced material for the Council website and for council employees on Bradnet	To use the 'staycation' campaign to encourage consumers to look up the FHR of premises before eating out. To use other campaigns developed by the FSA throughout the year.	Generate publicity for the FHRS campaign prior to the Tour de France Yorkshire in July 2014.
Positive Lifestyle centre	Support the Centre by providing bespoke food hygiene training at sessions to school children.	Attended 2 sessions with 20 to 25 children on each session	To continue support for the centre as resources will allow.	Unable to set target as attendance at events is on request from the organisation.

Topic	Planned 2013/14	Achieved 2013/14	Planned 2014/15	Target 2014/15
Feeders Digest	To produce at least one edition of Feeders Digest to update food businesses on legislation and provide information on topical issues.	One edition of Feeders Digest was published and posted to all registered food businesses in 2013. A copy is posted on the council's website. We also emailed the newsletter where addresses were available.	To continue to produce and circulate Feeders Digest at least once a year.	To produce and post the newsletter by September 2014. To email the newsletter to businesses where an email address is available.
Tour de France Yorkshire			Working group to be set up to determine actions required, including : Private water supplies (PWS) at campsites and info to be provided to campsites, info for food businesses along route, info for organisers of the 3 hubs	PWS to be risk assessed and sampled by June 2014. High risk premises along route to be inspected prior to race. Mail shot to businesses along route posted by end May 2014. Toolkit to hub organisers by end May 2014.

APPENDIX 6 - Training Programme 2014

The Environmental Health Service will provide training for authorised food inspectors to a minimum of 10 core CPD hours over the 12 months from 01 January 2014 to 31 December 2014. This training will be provided in-house and officers will be expected to attend this training.

The training that will be provided for food officers will include:

- Food Sampling Training;
- Interpreting microbiological results
- Primary Authority;
- Briefing on general Communicable Diseases Investigations / outbreaks; and the CD resource pack
- Food Information regulations

Lunchtime drop in training sessions will be organised throughout the year. Officers will be encouraged to attend this training. However, these are not compulsory and may only provide subsidiary hours as opposed to core training hours.

APPENDIX 7 – Sampling report 2013 - 2014

In the Year 2013 – 2014, the Food Safety section within Environmental Health undertook food sampling and environmental swabbing using a credit allocation of 20,500 for the year. In total approximately 10,550 credits were used i.e. 51.5% spend for the year. Of these samples 8425 credits (80%) were used by the Food Safety team for food and environment sampling and 2125 credits (20%) were used by the Health and Safety team for the XR16 survey which focused Hairdressers and Nail Bars.

Sampling undertaken by officers included routine sampling, local and national co-ordinated sampling projects, sampling undertaken as part of outbreak investigations and specific sampling tasks allocated to designated officers including an exercise in undertaking formal sampling.

A breakdown of that sampling and sampling outcomes for the year are outlined below.

Locally Co-ordinated Sampling Projects

This Authority participated in the following sampling projects co-ordinated by Public Health England's Food, Water and Environment Laboratory at Sand Hutton, York.

1. XR 15: Takeaways

This was a 12 month project looking specifically at take-away premises which opened in the evening and focused on premises with a Food Hygiene Rating of 3 or less. Premises that could be included in the project included sandwich shops, Chinese and Indian takeaways, Kebab and Pizza takeaways, fish and chip shops etc.

Up to 10 samples per premises could be submitted as part of the survey with particular focus on: prepared salad items, hot hold meat samples, sauces, gravy and rice. Besides food samples, environmental swabs were taken from a variety of different surfaces and a cleaning cloth being used in the ready-to-eat area for hygiene indicators could also be submitted..

In 2013 the Authority obtained an "ATP machine" which was provided to all local authorities in England by the Food Standards Agency. This machine assesses the cleanliness of a surface in a food room by measuring the level of bio-illuminescence given off by a swab when it is mixed with an enzyme and placed in the machine. The results are rapid and have an immediate impact on food handlers. This machine was used in this survey to monitor clean ready-to-eat food preparation area.

In total three businesses were visited with a total of eleven foods sampled and thirteen environmental samples taken by the Authority. All the food samples taken were considered to be satisfactory, however, some of the swab samples were considered to be unsatisfactory. A shallow metal vessel considered to be clean had an Enterobacteriaceae count of 200 cfu/cm², a sink drainer had a count of 27 cfu/cm² for Enterobacteriaceae and a re-usable cleaning cloth was unsatisfactory for Enterobacteriaceae, with a count of 1,000,000 cfu/cm². Follow up action was taken at all these businesses.

2. XR 16: Hairdressers and Nail Bars

This was a six month project targeting hairdressers, beauticians and nail bars. The survey aimed to make an assessment of cleaning within these premises. The survey aimed to enable a more objective assessment of cleanliness and hygiene in this type of premises.

The project included obtaining environmental samples, including surface swabs, tap water and shower heads where water used for hair washing. The shower head water sample was used specifically for testing for Legionella species.

In total 37 water samples and 48 environmental swabs were taken. Of these samples, all the swabs were considered satisfactory and 36 waters (97.3%) were considered satisfactory, with one sample being considered unsatisfactory for Coliforms and Pseudomonas aeruginosa.

Further investigative work showed that the bacteria were not present in the water supply but were due to a build up of bio-film within the shower head. Advice was offered to the business and the shower head was replaced.

3. XR 17: Grated Cheese

This was a six month study which focused on grated cheese. Grated cheese typically has a long shelf life but the process of grating the cheese can introduce microbiological contamination. The survey was intended to compare the microbiological quality of cheese grated locally with cheese purchased pre-grated.

Due to workload pressures, this Authority was unable to participate in this particular survey.

National PHE Studies 2013-14

1. Study 50: Soda Water Study: plain soda water from soda gun or fixed dispensing point

This study ran for eleven months from May 2013 to March 2014.

The aim of the study was to provide microbiological quality data on soda water dispensers used to mix carbonated water and syrups before dispensing to the customer.

Samples were to be taken from bars, restaurants, cafes and other premises serving in-house mixing of carbonated drinks. Plain soda water samples had to be taken from the gun as it is dispensed to the customer i.e. from the intact dispensing unit.

It was intended that 12 samples would be taken over the 11 month period.

We used this sampling programme as an alternative intervention programme at premises that were rated as very good under the FHRS. A total of 8 samples were taken altogether. All 8 samples were considered satisfactory.

2. Study 51: Pre-Packed Sandwiches Study: Sandwiches from unregistered

premises and small/medium enterprises.

This study ran for nine months from July 2013 to March 2014.

This sampling study was not actively promoted by the Public Health England laboratory and only liaison groups who requested involvement participated in this sampling programme. Bradford did not participate in this sampling study.

3. Study 52: Fresh R-T-E Herbs Study: Imported fresh whole leaf herbs to be eaten raw or with minimal cooking

This study ran for three months from January 2014 to March 2014.

The aim of the study was to provide microbiological quality data on imported fresh whole leaf herbs eaten raw or after minimal cooking, with particular emphasis on *Salmonella*.

Particular emphasis was placed on taking samples used in ethnic communities, such as curry leaves, paan and lime leaves.

It was anticipated that each local authority would submit six samples over the three month period.

A total of 6 samples were taken with 1 sample (16.6%) being considered unsatisfactory. This was a sample of fresh mint which was unsatisfactory for *Escherichia coli* (320,000cfu/g). This is an organism associated with faecal matter. Follow up work was undertaken with this particular sample with the Food Standards Agency being notified of the poor result.

Food Standards Agency driven Sampling Imported Food Sampling

The FSA expects local authorities to use 10% of their annual credit allocation to take and test imported food samples i.e. foods which come from countries outside the EU.

In 2013/14 Bradford submitted 48 food samples from Third countries, equivalent to 5.8% of the annual credit allocation. Of these samples 3 (6%) were considered to be unsatisfactory. Two of the unsatisfactory samples were of curry leaves.

One sample was considered unsatisfactory for *Bacillus* species (6.4e5 cfu/g) and another sample was unsatisfactory for Enterobacteriaceae (2.0e4 cfu/g). A sample of fresh mint had a high count for *E.coli* at 1.5e3 cfu/g).

Routine Food Sampling Dairy Sampling at Approved Premises

Officers continued to visit the on-farm pasteurisers and took samples twice a year at those designated premises. Details of dairy sampling are highlighted in the Table at Appendix 2.

Other Approved Premises

Sampling continued to be undertaken at other approved premises, mainly those producing meat products. Not all approved premises were subject to a sampling visit during the

financial year. Those that were targeted were subject to a visit which primarily involved environmental swabbing.

Formal Sampling

All officers within the service are expected to undertake a formal food sampling exercise during the financial year to ensure that skills required when taking samples which may be subject to legal action, are maintained. This involves sampling using aseptic technique. Officers use sterile sampling equipment and follow practices which ensure the sample does not become contaminated by the process of sampling itself. Most officers within the service achieved this requirement, some doing this as part of formal food borne outbreak investigation work.

Butchers Sampling

This has continued as required with the focus primarily on those butchers shops that sell raw meat and ready-to-eat foods. Food samples were taken and environmental swabs.

ATP Machine Sampling

The department obtained an ATP machine during the financial year 2012/2013. This was provided by the Food Standards Agency. This machine was used in part of the locally coordinated survey on take-aways. It is a rapid means of assessing the cleanliness within the food environment. Besides using this machine in this survey, the machine was used at large city centre functions such as the World Curry Festival, where it was found to be a useful tool to show food handlers the effectiveness of their hand washing and the general cleanliness of the food environment.

Recommendations

1. That the department continues to participate in both national and cross regional sampling projects, as workloads allow.
2. The department continues to target businesses which import food, continuing to give specific priority to products of animal origin.
3. That all environmental swabbing is focused and based upon risk.
4. That more use is made of the ATP machine as a means of rapidly assessing the cleanliness within a food environment.
5. That all officers be timetabled in for formal food sampling in the financial year 2014/2015.

Guide to Micro-organisms

Organism Name	Nature of Organism	About the Organism
Aerobic Colony Count (ACC)/Plate Count	General bacteria count at 30°C	<p>The ACC is an indicator of quality, not safety, and cannot directly contribute towards a safety assessment of a ready-to-eat food.</p> <p>Immediate action in response to high ACCs is not usually warranted.</p>
Enterobacteriaceae	Hygiene Indicator Organism	<p>These organisms are used to assess the general hygiene status of a food product. Some of these organisms originate from the intestinal tract of humans and animals. These bacteria are readily killed by heat processing and should be removed from equipment and surfaces by appropriate cleaning. Presence in heat treated food signifies inadequate cooking or post processing contamination.</p>
Escherichia coli (E.coli)	Hygiene Indicator Organism	<p>This organism belongs to the Enterobacteriaceae family. It is a faecal indicator used to assess the hygiene status of a food product. It is killed by heat and should readily be removed from the food production area by appropriate cleaning. Some strains may be pathogenic but these pathogenic strains are rarely found in ready-to-eat foods.</p>
Coliforms	Hygiene Indicator Organism	<p>Similar to Enterobacteriaceae (See above)</p>

Organism Name	Nature of Organism	About the Organism
Bacillus species	Pathogen	<p>This group does not include Bacillus cereus which is the common pathogenic Bacillus. The Bacillus subtilis group can be pathogenic. Illness with these organisms includes acute-onset vomiting often followed by diarrhoea. Illness usually follows consumption of poorly stored cooked foods. It is associated with many foods but is particularly associated with foods prepared from poultry, meat, vegetables, rice, bread, spices and spice products.</p>
Pseudomonas aeruginosa	Opportunistic pathogen	<p>This organism is commonly found in soil and ground water. It rarely affects healthy people and most infections are associated with long exposure to contaminated water.</p>
Phosphatase Test	Chemical test	<p>This test is undertaken on pasteurised milk to check that a suitable pasteurisation process has taken place. The pasteurisation process should be sufficient to destroy the enzyme phosphatase in milk. If phosphatase remains in the milk after pasteurisation, then pathogenic organisms may also have survived the pasteurisation process.</p>

End of year Statistics by Food Groups

Food group	No Samples Taken	No Samples Unsatisfactory	Any other information	Action taken by Authority
Herbs & Spices	24	3 (12.5%)	One fresh mint sample was unsatisfactory for E.coli, one curry leaf sample was unsatisfactory for Entero and one for Bacillus Species.	It is not unusual for fresh herbs to be contaminated with E.coli. Advice on washing herbs was given. Currently work is being undertaken focusing on curry leaves. Advice was given and the Food Standards Agency was notified about the Bacillus result.
Dairy products (inc milk)	74	8 (10.8%)	Two dairy products had a high ACC, three samples were unsatisfactory for Entero and one pasteurised milk sample was unsatisfactory for phosphatase. Two raw milk samples were considered unsatisfactory for plate count.	Follow up work was carried out with the farmers to determine the cause of the failures.
Fish & Shellfish	4	0		
Fruit & Veg	18	0		
Meat	29	0		
Nuts	13	0		
Prepared dishes	11	1 (9.1%)	One sample had a high ACC.	Advice was given regarding maintaining the chill chain for this product. The product was intended to be re-heated prior to consumption. The heating process would have killed the bacteria.

Food group	No Samples Taken	No Samples Unsatisfactory	Any other information	Action taken by Authority
Soups and sauces	15	6 (40%)	All the failures were samples taken from a home caterer. Four of the six samples were unsatisfactory for ACC, Enterococcus and E. coli. One sample was unsatisfactory for ACC and Enterococcus. One sample was unsatisfactory for Enterococcus only.	Officers from the Authority worked with the food business operator to identify the cause of the failed results. Advice was given on action to be taken to prevent further contamination. Officers worked with the FBO to produce HACCP plans for soup production.
Other foods	10	0		
Swabs	163	20 (12.2%)	Fourteen samples were considered unsatisfactory for Enterococcus. Three samples were considered unsatisfactory for E. coli and Enterococcus. One sample was considered unsatisfactory for ACC and E. coli and one for high ACC only.	Written advice was given to the food business operators where there were failures. This would include ensuring that the correct cleaning and disinfection processes were in place.
Outbreak Investigation Work	23	4 (17.4%)	Two samples were unsatisfactory for ACC, E. coli and Bacillus species. One sample was unsatisfactory for ACC and Enterococcus and one sample was unsatisfactory for ACC.	Follow up work was carried out with the food business operator. Advice was given about ensuring hygiene standards were maintained. Many of the unsatisfactory results were for products which were intended to be re-heated but could potentially be eaten from cold. The food business operator was advised to provide customer instructions for re-heating the food.



Using the Food Hygiene Rating Scheme: guidance for officers and Members



Introduction

City of Bradford MDC is participating in the national Food Hygiene Rating Scheme (FHRS). The scheme helps local people and visitors to our area to make informed choices about where to eat out or shop for food by providing information about the standards of hygiene found at the time of inspection by officers from our Food Safety Team. The power of these choices gives recognition to businesses that meet the standards required and provides an incentive to improve to those that do not. The overarching aim is to protect public health.

It is important that City of Bradford MDC itself supports the scheme that it runs. This note provides information about the FHRS and Guidance for council officers and elected Members on using the schemes in relation to Council business.

About the FHRS

The scheme has been introduced by local authorities in England, Wales and Northern Ireland in partnership with the Food Standards Agency.

Restaurants, takeaways, cafés, sandwich shops, pubs, hotels and other places people eat away from home, as well as supermarkets and other retail outlets, are given FHRS ratings.

These ratings are published on the Food Standards Agency's website at www.food.gov.uk/ratings and there are mobile phone apps.

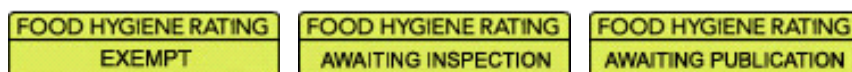
Businesses are provided with stickers/certificates showing their rating and encouraged to display these at their premises.

There are six FHRS ratings on a numerical scale ranging from '0' at the bottom to '5' at the top.

A rating of '3' indicates a business is 'generally satisfactory' and immediate or significant follow-up action by Food Safety Team officers would not be expected



Not all businesses listed on the website have a rating because some are 'exempt' from being given one (e.g. newsagents selling only wrapped confectionery); others are 'awaiting inspection' (new businesses or those that have not yet been brought into the scheme) or because the rating is being appealed and is 'awaiting publication'.



Some businesses may not be listed at all as they are operating from private addresses. There are also a few local authorities that have not yet launched the scheme or are rolling

the scheme out gradually and will only upload data on a business once a rating has been given.

Guidance for using FHRs in relation to Council business

When does this apply?

FHRs ratings should be used by council officers and Members:

- where decisions about food are being made on behalf of others – for the most part this is about selecting venues for council-hosted events such as business meetings/workshops/civic events and occasions, as well as eating out with colleagues from external organisations as part of council business; and
- where decisions about food are being made for yourself while on council business – e.g. overnight accommodation with breakfast and other meals, the costs of which are covered by subsistence allowances.

What criteria apply for decisions being made on behalf of others?

Selection of venues or choice of places to eat should be subject to:

- having an FHRs rating of 3 (generally satisfactory), 4 (good) or 5 (very good)
- ideally, the rating should be a 4 or a 5 but the decision should be weighed alongside other factors such as accessibility of the venue and cost
- venues that are not listed or are listed but without a rating should not necessarily be discounted (the Food Safety Team may be able to advise in these cases).

Implementation: Heads of Service (or whoever is responsible for budget sign off in relation to the decision) should ensure that this is adopted.

What criteria apply for decisions officers or Members make for themselves?

When on council business, officers and Members are encouraged to check ratings and select places with the highest possible rating and avoid those that are less than a 3 ('generally satisfactory').

Implementation – Directors, Heads of Service and Team Leaders should ensure officers are aware of this guidance and set good examples by actively using FHRs in making their own decisions.

Further information

More information on the FHRs and links for downloading the app can be found at www.food.gov.uk/ratings

Any questions on the Guidance should be addressed to:

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