

## FOOD CONTROL TEAM WORKPLAN 2010/2011

### MAIN ACTIVITIES

<i>Task</i>	<i>Responsibility</i>	<i>Target Date</i>
Food Service Plan to be updated annually with targets based on inspection data, premises risk scores, info from complaint investigations and sampling results	Deputy Director Lead EHO	May 2010
To carry out programmed inspection and assessment of food premises and practices (as per frequency based on Risk Assessment and Scores On the Doors performance) to ensure compliance with relevant food safety legislation	Food Team	Ongoing
Review the Council's Scores on the Doors initiative and decide a way forward	Lead EHO	Sept 2010
To carry out programmed food standards assessments and audits of food manufacturing and processing premises to ensure compliance with relevant composition and labelling requirements	Food Team	Ongoing
To undertake all Home Authority responsibilities with respect to food produced in the Borough	Food Team	Ongoing
To investigate food poisoning outbreaks and reported incidents of infectious illness and facilitating the necessary preventative measures to prevent the spread of infection	Food Team	Ongoing
To respond to all Food Hazard Warnings in accordance with the relevant Code of Practice and the Food Safety Order	Food Team	Ongoing
To investigate all complaints relating to food purchased and supplied, food premises and food handling practices. All complaints to be fully investigated in accordance with procedures	Food Team	Ongoing
Results of food complaint investigation performance to be reported to council annually	Lead EHO	By April 2011
Food complaint trends to be reviewed and results reported annually	Lead EHO	By April 2011
To carry out a proactive and reactive food sampling programme for microbiological examination and chemical analysis.	Food Team	Ongoing
Chemical and microbiological sample results to be reported annually	Lead EHO	April 2010
To represent CBC at Northern Group's Food safety subgroup meetings	Food Team	Ongoing

To attend training courses as they become available and as need is identified and communicate key learning to colleagues within the Food Team	Food Team	Ongoing
Direct business operators to appropriate food hygiene training through various media available	Food Team	Ongoing
To respond to requests for voluntary surrenders in accordance with the Code of Practice	Food Team	Ongoing
To inspect hot food trailers at council run and council sponsored events	Food Team	Ongoing
To review the out of hours emergency food phone arrangements	Deputy Director Lead EHO	May 2010
Develop a procedure for officers in charge of the out of hours emergency food phone	Lead EHO	June 2010
Review the electronic database of food premises and ensure records are up to date	Food Team	Ongoing
Develop an Alternative Enforcement Strategy for low risk food premises including those which are outside the inspection programme	Lead EHO	May 2010

## INITIATIVES

<i>Task</i>	<i>Responsibility</i>	<i>Target Date</i>
To participate in Food Safety Week	Food Team	7-13 June 2010
To produce seasonal press releases and/or web pages to promote food safety issues, eg. barbeque advice and turkey preparation and cooking advice.	Food Team	Ongoing
Consider the introduction of a healthier eating scheme among ethnic takeaways	Food Team	September 2010

## Food Hygiene Inspections for 2010/11

<i>Risk Category</i>	<i>Frequency</i>	<i>No of Premises</i>	<i>Number of Inspections 2010/11</i>	<i>Number of revisits 2010/11 approx</i>
A	6 months	0	0	0
B	12 months	16	16	10
C	18 months	132	63	40
D	24 months	56	23	5
E	36 months	68	14	0
Unrated		19	19	5
Out of programme		100	0	0
Total		391	120	50

**Microbiological Food Samples**

It is scheduled that in 2010/11 that 96 microbiological samples will be taken from food premises in the borough.

**Food Standards inspections 2010/11**

<i>Risk Category</i>	<i>Frequency</i>	<i>No of Premises</i>	<i>No of Inspections 2010/11</i>
A	12 months	2	2
B	24 months	60	12
C	60 months	158	0
Unrated		72	40
Outside the programme		100	0
Total		392	54

- The unrated premises will be assessed and prioritised with higher risk proportion inspected this year mainly through combining with food hygiene inspections.

**Chemical Food Samples**

It is scheduled that in 2010/11 25 informal and 5 formal chemical food samples will be taken from food premises in the Borough