

**DATE: 17<sup>TH</sup> JULY, 2024**

<b>Cabinet Member:</b> Cllr Aled Vaughan Owen	<b>Portfolio:</b> Climate Change, Decarbonisation and Sustainability	
<b>SUBJECT:</b> <b>FOOD HYGIENE AND STANDARDS SERVICE DELIVERY PLAN (SDP) 2024/25</b>		
<b>Purpose:</b> The main purpose of this report is to set out how we plan how to implement official food controls, advice, and education during 2024/25, including both programmed and any overdue interventions from previous years.  The plan also highlights our Annual Performance Review (Appendix A) 23/24 that has informed our service planning for 24/25.		
<b>Recommendations / key decisions required:</b> <ol style="list-style-type: none"><li>1. To note the Annual Performance Review (Appendix A) that has informed the service planning for 24/25.</li><li>2. To confirm the Service Delivery Plan for 24/25 setting out how we will investigate and implement official food controls, advice and education.</li></ol>		
<b>Reasons:</b> <ol style="list-style-type: none"><li>1. To ensure that our Annual Performance Review 23/24 underpins our service planning for 24/25;</li><li>2. To demonstrate how we are trying to maximise the flexibilities contained within the Food Law Code of Practice in terms of risk mitigation in service delivery;</li><li>3. To confirm that our service planning optimises the resources available to deliver food interventions in the current financial climate facing Councils’;</li><li>4. To ensure the delivery of a prioritised risk-led service to ensure the safe production and consumption of food to protect Public Health; and</li><li>5. To comply with the Food Law Code of Practice for service delivery planning.</li></ol>		
<b>Directorate</b> Communities  <b>Name of Head of Service:</b> Jonathan Morgan	<b>Designation</b>  Head of Housing and Public Protection	<b>Tel No.</b>  07546 999108
<b>Report Author:</b> Mark Liley	<b>E Mail Address:</b> MLiley@carmarthenshire.gov.uk	

**Declaration of Personal Interest (if any):**

N/A

**Dispensation Granted to Make Decision (if any):**

N/A

**DECISION MADE:**

Signed: \_\_\_\_\_ DATE: \_\_\_\_\_  
CABINET MEMBER

**The following section will be completed by the Democratic Services Officer in attendance at the meeting**

Recommendation of Officer adopted	YES / NO
Recommendation of the Officer was adopted <b>subject to the amendment(s) and reason(s) specified:</b>	
Reason(s) why the Officer's recommendation was <b>not adopted:</b>	

**EXECUTIVE SUMMARY**  
**CABINET MEMBER DECISION MEETING**  
**CLIMATE CHANGE, DECARBONISATION AND**  
**SUSTAINABILITY**

**DATE: 17<sup>TH</sup> JULY 2024**

**FOOD HYGIENE AND STANDARDS SERVICE DELIVERY PLAN (SDP) 2024/25**

**1. What is the purpose of this report?**

The main purpose of this report is to set out how we plan how to investigate and implement official food controls, advice, and education during 2024/25, including both programmed and any overdue interventions from previous years.

The plan also highlights our Annual Performance Review (Appendix A) 23/24 that has informed our service planning for 24/25.

**2. What is the context?**

There is no doubt that recent years have been one of the most challenging periods for Local Government. Prior to March 2023 we were guided by the Food Standard Agency's (FSA) Food Recovery Plan and have endeavoured, during 23/24, to continue to align as much as possible with the Food Law Code of Practice by adopting the risk-based approach to the delivery of Official Food Controls.

There is no doubt that realignment with the code has proven challenging, not only for Carmarthenshire County Council but for Local Authorities across England and Wales. As a result, this current plan continues that journey in the most realistic and proportionate way within the capacity of available resource.

Despite the challenging financial climate and the substantial £10m efficiency savings the Council has to deliver in 24/25, the Environmental Protection Service has successfully retained the existing staffing complement for the 2024/25 period.

In addition, we will be investing nearly 100k in a new management information system for Public Protection. Consequently, the service is able to further progress towards alignment with the Food Law Code of Practice and continual improvement.

During 2024/25 period, we will review our current FTE resource, the assumptions on which FTE estimates are based on to better understand what is needed for the future. This is to support staff further in our food intervention programme and identify further potential opportunities and challenges.

### 3. What does the plan contain?

The plan contains:

- An assessment of performance for 23/24 (Appendix A);
- A background to Carmarthenshire;
- Demands on the food service specifically;
- Our planned service delivery for 24/25, including wider functions;
- Resources (including staff) to deliver the food service;
- How we will monitor and review delivery during the year; and
- Areas where we will target improvement during the year

#### Recommendations

1. To note the Annual Performance Review (Appendix A) that has informed the service planning for 24/25.
2. To confirm the Service Delivery Plan for 24/25 setting out how we will investigate and implement official food controls, advice and education.

**DETAILED REPORT ATTACHED?**

**YES –**

- Food Service Delivery Plan 24/25
- Appendix A – Annual Performance Review 23/24

# IMPLICATIONS

I confirm that other than those implications which have been agreed with the appropriate Directors / Heads of Service and are referred to in detail below, there are no other implications associated with this report :

Signed: Jonathan Morgan Head of Housing and Public Protection

Policy, Crime & Disorder and Equalities	Legal	Finance	ICT	Risk Management issues	Staffing Implications	Physical Assets	Bio-diversity & Climate Change
NONE	YES	YES	YES	YES	YES	NONE	NONE

## 2. Legal

Under the Food Law Code of Practice, we must produce an annual Service Delivery Plan (SDP) in line with the guidance. The format of the SDP follows the guidance issued by the Food Standard Agency (FSA)

## 3. Finance

There are no direct financial implications to this report although it should be noted that financial resources for the section have been maintained for 24/25. Budgets will be regularly monitored to ensure spend is within available budget.

## 4. ICT

Funding of nearly 100k has been identified to purchase a new IT system for Public Protection Services during 24/25. This will significantly support future service delivery around food interventions through the use of technology.

## 5. Risk Management Issues

Failure to deliver prioritised risk based food interventions will mean that we are not complying with the FSA's Food Law Code of Practice

## 7. Staffing Implications

The plan sets out the available staffing resources for 24/25 and the intention (subject to the normal review) all current vacant operational posts.

# CONSULTATIONS

I confirm that the appropriate consultations have taken in place and the outcomes are as detailed below

Signed: Jonathan Morgan Head of Housing and Public Protection

1. Scrutiny Committee - N/A
2. Local Member(s) - N/A
3. Community / Town Council - N/A
4. Relevant Partners - N/A
5. Staff Side Representatives and other Organisations - N/A

**Section 100D Local Government Act, 1972 – Access to Information  
List of Background Papers used in the preparation of this report:**

**THESE ARE DETAILED BELOW**

Title of Document	File Ref No.	Locations that the papers are available for public inspection
FSA's Food Law Code of Practice		<a href="#">Food Law Code of Practice (Wales) - July 2021</a>