

**NEWCASTLE-UNDER-LYME BOROUGH COUNCIL**

**CORPORATE LEADERSHIP TEAM**  
**REPORT TO**

**Licensing and Public Protection Committee**  
**30 July 2024**

**Report Title:** Food Safety Service Plan 2024/25 and review of performance in 2023/24.

**Submitted by:** Service Director - Regulatory Services

**Portfolios:** Environment & Recycling

**Ward(s) affected:** All

**Purpose of the Report**

An information report to make the committee aware of the work planned by the Food and Safety Team in 2024/25 along with a review of last year's performance in 2023/24.

**Recommendation**

**That the committee receive and endorse the Food Safety Service Plan for 2024/25.**

**Reasons**

To make the Public Protection committee aware of the work carried out by the Food and Safety Team, in accordance with the Food Standards Agency framework agreement and statutory Code of Practice on official food controls by local authorities.

1. **Background**

1.1 The Borough Council has a statutory duty to provide a Food Safety service that:

- Maintains a register of all food businesses operating within the Borough;
- Implements a risk based programme of inspections and interventions;
- Provides advice to local businesses about how they can comply with legal requirements
- Investigates complaints about contaminated food, unhygienic premises and food poisoning outbreaks; and
- In the most serious cases takes enforcement action to protect public health.

2. **Issues**

2.1 The Food Standards Agency requires local authorities to produce a specific service plan for their Food Safety service using a specified format that can be reported to its' elected members.

2.2 Attached to this report in Appendix A is a Food Safety Service Plan for 2024/25 which outlines the work planned for the coming year as well as a review of last year's performance.

3. **Proposal**

3.1 It is proposed that the committee note and endorse the content of the Service Plan.

4. **Reasons for Proposed Solution**

4.1 The Service Plan is for the information of the Public Protection Committee

5. **Options Considered**

5.1 No other options are considered, the provision of this plan is a requirement of the Food Standards Agency under their framework agreement with local authorities.

6. **Legal and Statutory Implications**

6.1 The Council has a statutory duty to provide a Food Safety service and comply with the requirements of the Food Standards Agency.

7. **Equality Impact Assessment**

7.1 There are no equality implications for this report.

8. **Financial and Resource Implications**

8.1 None, the Service Plan will be implemented within existing budgets.

9. **Major Risks**

9.1 There are no major risks with this report.

10. **UN Sustainable Development Goals (UNSDG)**

10.1 The report supports :



11. **Key Decision Information**

11.1 This is not a key decisions.

12. **Earlier Cabinet/Committee Resolutions**

12.1 None

13. **List of Appendices**

13.1 Attached to this report in Appendix A is a Food Safety Service Plan for 2024/25

14. **Background Papers**

14.1 No Background papers