

Food Hygiene Action Plan

- To address the shortfall of programmed inspections in the 2018/2019 financial year whilst completing the 2019/2020 service plan.
- To carry out at least one food sampling project

As at 12 December 2019, inspections from the previous year and those due before the end of the current year are as follows:

Category	From previous year	Remaining in current year	New premises awaiting inspection for over 6 months
A	0	0	8
B	0	4	
C	5	23	
D	3	26	
E	6	35	
Total	14	88	8

Area	Item	Responsible	Date
Resourcing	Ensure continuity of sufficient interim consultancy cover	Rod Brown	Ongoing
	Recruit to outstanding Environmental Health Officer position	Rod Brown / Shona Mason	28 February 2020
Operational	Deliver average of 20 inspections per month January – March 2020.	Rod Brown	31 March 2020
	Deliver one small scale sampling project	Rod Brown	7 February 2020
	Carry out monthly reviews of progress against this plan	Rod Brown	Ongoing
	Contact all outstanding category E premises to establish whether they are still trading.	Rod Brown	31 January 2020
	To ensure self assessment questionnaires are sent to outstanding category E premises	Rod Brown	18 February 2020
	To inspect all new businesses awaiting inspection for 6 month or more	Rod Brown	31 March 2020