

## NATIONAL FOOD HYGIENE FOCUS GROUP MEETING

### Outcomes and Highlights Table

**Thursday 12 July 2018 (Cardiff)**


**Attendees:**

REPRESENTATION	NAME	LA / ORGANISATION
Chair - London	Ian Andrews (Chair) (IA)	Royal Borough of Greenwich
East Midlands	Dave Howard (DH)	Leicester City Council
East of England	Karen O'Connor (KO)	Cambridge City Council
North West	John Snow (JS)	Salford City Council
South East – Surrey, Sussex and Kent	Jemma Malyon (JM)	Mole Valley & Tandridge District Councils
South East - Thames Valley and Hampshire	Ann Stewart (AS)	Slough Council
South West	Nigel O'Grady (NO)	South Somerset District Council
Wales	Alexa Pieris (AP)	Shared Regulatory Services
West Midlands	Martyn Brindley (MB) <b>(via TC)</b>	City of Stoke-on-Trent
Yorkshire & the Humber	Nick Wellington (NW) <b>(via TC)</b>	Doncaster Council
North East	Colin Smith (CS) <b>(via TC)</b>	North Tyneside Council
Wales	Susan Gow (SG)	Merthyr Tydfil County Borough Council
FSA Wales	Dan Morelli (DM)	
Observer	Andy Mackay (AMk)	Caerphilly County Borough Council
FSA speaker	Dean Lewis (DL)	
FSA speaker	Denise Fitzsimons (DF)	
FSA speaker <b>(via TC)</b>	Helen Castledine-Smith (HC)	
FSA speaker	Mark Davis (MD)	
FSA speaker	Jason Coward (JC)	
FSA	Will Simpson (WS)	

FSA Secretariat	Amanda Blaize (AB)	
-----------------	--------------------	--

### Apologies

East of England	Carol Archibald (CA)	Tendring Council
London	Earl Legister (EL)	Southwark Council
Business Expert Group	Fiona Wright (FW)	Seafish
Northern Ireland	Colin Kelly (CK)	Antrim & Newtownabbey Borough Council
East of England (Primary Authority: Luton/ Just Eat)	Liz Bailey (LB)	Luton Borough Council
Chartered Institute of Environmental Health	Kate Thompson (KT)	

Agenda Number	TOPIC	OUTCOME / DISCUSSION	ACTION
2	<b>Action Points from previous meeting</b>	<ul style="list-style-type: none"> <li>• Formal proposal to be created regarding use of Knowledge Hub (KHub) to build up <b>CPD points</b> for FL CoP purposes <b>No further comments. No dedicated resources available within group.</b></li> <li>• <b>Less than thoroughly cooked foods</b> - update on consumer messaging - <b>7th June new messaging went out via Smarter Comms platform</b></li> </ul> <div style="text-align: center;">  <p>PLGEN18026 - Update on Less Than</p> </div> <ul style="list-style-type: none"> <li>• <b>Revised ToR</b> for group to now include PA and Port Health dimensions given Brexit.</li> <li>• <b>Approvals of a butcher</b> with several premises and exemption. Draft scenario for active KHub post</li> <li>• <b>E. coli review of guidance</b> - no info from FSA. FSA to provide further update</li> <li>• <b>Regional Update (Mar)- North East</b> - OMG Facebook post gives a rating of LA performance. Main website link that links to the facebook pages. <a href="https://omgomg.co.uk/">https://omgomg.co.uk/</a></li> <li>• <b>Regional Update (Mar)- London</b> – to ask if FHRS team would consider including within zero descriptor text to the effect that only if health risk condition exists then a business would be closed.</li> <li>• <b>Reginal Update (Mar) - South East</b> - Concern regarding Public Analysts reduction.</li> </ul>	<ul style="list-style-type: none"> <li>• IA to take forward with CIEH to see if can progress</li> <li>• Completed.</li> <li>• IA to check progress.</li> <li>• IA to check with FSA FHRS team.</li> </ul>

Agenda Number	TOPIC	OUTCOME / DISCUSSION	ACTION
		<ul style="list-style-type: none"> <li>• <b>Regional Update (Mar) – South West</b> - NO sits on exports working group which has produced draft guidance and template documents on export certification.</li> <li>• <b>SFBB</b> is now not due to be updated. Group agreed there was a need for a review due to potential for inconsistent enforcement, particularly around acrylamide and allergens. Brighton &amp; Hove guidance highlighted regarding acrylamide.</li> </ul>	<ul style="list-style-type: none"> <li>• Issue being considered as part of Brexit. FHFG can't take any action on this issue other than express concern.</li> </ul>
3	<b>Chairs Activity Update</b>	<p><b>Chair (IA) reported on 6 issues:</b></p> <ul style="list-style-type: none"> <li>• Request for new Vice Chair announced on the day of meeting. Congratulations to Dave Howard.</li> <li>• Allergens – discussions with FSA around clarifying FHRS scope regarding allergens.</li> <li>• Expert Advisory Panel in June – (ROF). Presentations from UK hospitality industry and about NIS.</li> <li>• Exports working group – draft of provision guidance circulated to group regarding export health certificates.</li> <li>• CoP consultation – to propose a consolidated response.</li> </ul>	<ul style="list-style-type: none"> <li>• Group to produce consolidated response, IA to co-ordinate.</li> </ul>
4	<b>EU EXIT – discussion on</b>	Dean Lewis (FSA) presented an overview of the objectives of legislative changes and the timeline of delivery of 17 SIs to be drafted and laid by the end of October.	

Agenda Number	TOPIC	OUTCOME / DISCUSSION	ACTION
	<p><b>legislative changes (standing item)</b></p>	<div data-bbox="629 277 689 336" data-label="Image"> </div> <p data-bbox="584 347 745 395">EU Exit Presentation.pptx</p> <ul data-bbox="611 448 1727 663" style="list-style-type: none"> <li>• LAs will need to amend authorisations and to clearly understand how quickly they can make changes to authorisation in time for 1<sup>st</sup> April 2019. LAs encouraged to raise any issues to FSA.</li> <li>• In November 2018, FSA plans to update CoP with EU Exit items – further details to be announced.</li> </ul> <p data-bbox="562 711 1301 743">Any group comments / feedback to: <a href="mailto:euexit@food.gov.uk">euexit@food.gov.uk</a></p> <p data-bbox="562 783 1603 855">Kate Todd (via TC) highlighted June 2018 FSA Board meeting discussed EU Exit: <a href="https://www.food.gov.uk/about-us/fsa-board-meeting-june-2018">https://www.food.gov.uk/about-us/fsa-board-meeting-june-2018</a></p> <p data-bbox="562 890 831 922"><b>Group discussion:</b></p> <ul data-bbox="611 970 1122 1002" style="list-style-type: none"> <li>• <b>Exports/health mark/approvals</b></li> </ul> <p data-bbox="562 1038 1738 1369">Members of the Group asked whether LAs would need to reapprove businesses as a result of EU Exit. KT mentioned that FSA working assumption is that this is unlikely, as all premises are approved in accordance with current legislative requirements (will be transferred to the UK statute book after exit). Therefore, it is unlikely that individual re-approval will be required. Additionally, the government remains confident of reaching agreement on the Withdrawal Agreement and Future Framework by October. The outcome will of course be determined through negotiations, therefore can't definitively rule out the possibility of re-approval at the moment.</p>	<ul data-bbox="1816 991 2040 1238" style="list-style-type: none"> <li>• Group to let FSA know which area(s) of EU Exit to cover for the next meeting in November.</li> </ul>


Agenda Number	TOPIC	OUTCOME / DISCUSSION	ACTION
		<p>As part of the FSA’s planning for a range of scenarios they are looking at the potential impact of this and what it would take from an FSA / LA perspective to mount such an operation. KT is seeking any insight the group is able to offer on this.</p> <p>There was some discussion at the meeting about the value of collating more information about approved premises in readiness for exit. FSA colleagues have suggested that if LAs are able to identify which of its approved premises are exporting to the EU, it would be helpful in planning where additional resource might be required under a range of scenarios. The project lead for this is David Lowe (<a href="mailto:david.lowe@food.gov.uk">david.lowe@food.gov.uk</a>), and he would be happy to hear from LA colleagues on this issue.</p> <p>Concerns raised by the group about the need to inform approved premises well in advance of any changes to health marks, and particularly smaller businesses who rely on LA’s for advice and information. FSA looking to write out to approved premises and LA’s on this issue in due course.</p> <ul style="list-style-type: none"> <li>• <b>Imports Training</b></li> </ul> <p>A Working Group (which includes LA representatives) have had a range of views about online vs face to face training. Consequently, the working group are looking at doing a mixture of both, also actively considering webinars. At the moment the focus is on developing the module content. Outline content is ready and specifications are in development for the first two modules. These are ‘Introduction to Imported Food + Feed and Official Controls’ which is e-learning and ‘Legislation and Enforcement’ which is planned as face to face, though webinar is also being considered. FSA will be going out to tender for supplier bids within the next few weeks.</p>	<p>To be included within November joint meeting with FSLG.</p>

Agenda Number	TOPIC	OUTCOME / DISCUSSION	ACTION
		<p>The aim is to have as many modules as possible ready prior to March but building training from scratch for multiple modules and having it ready in such a short timescale is unprecedented. The FSA is very conscious that the quality of the product needs to be right and be of value to LA enforcement officers. Once the tenders are out, work will start on outline content and specification development for further modules identified by the Training Working Group.</p> <p>Group expressed concerns about capacity to respond to this training at a time when ROF is introducing changes and if it comes Jan to March 2019, inspections numbers are likely to suffer. Will this be taken into account so far as annual LAEMS data is concerned?</p>	<p>To be included within November joint meeting with FSLG.</p>
5	<b>Business Expert Group</b>	No update from BExG	
6	<b>Regulating Our Future (ROF) (Standing item) Successful adoption of ROF within LAs – focusing on digital</b>	<p>Presentation by Denise Fitzsimons (DF) ROF Business Change Manager. DF and her team will be working closely with LAs to implement any changes resulting from the ROF programme. DF presented the new digitally-enabled approach to make it easier for businesses to register via an online service.</p> <p>FSA requires details of the information systems in all LAs to help rollout of the future digital registration service. Request to go out via Smarter Comms Platform to LAs.</p> <p>Feedback from the group regarding online service:</p> <ul style="list-style-type: none"> <li>• Food Business Operator - how will committees as FBO be managed?</li> <li>• LAs may be using different versions of software. Will upgrades be required and what are the cost implications?</li> </ul>	<ul style="list-style-type: none"> <li>• DF/JC to discuss with Chair LAs preferred ways of communication and</li> </ul>

Agenda Number	TOPIC	OUTCOME / DISCUSSION	ACTION
		<ul style="list-style-type: none"> <li>• Look at language - use plain English</li> <li>• Registered but not yet trading – has this been addressed and will this go on to LA databases?</li> <li>• How will duplicate businesses be managed?</li> <li>• To talk to National Food Crime Unit - to share info. across police around identification of FBO.</li> </ul>	<p>engagement to shape change strategy</p> <ul style="list-style-type: none"> <li>• DF to check with NFCU</li> </ul>
7	<b>Regional Updates</b>	<ul style="list-style-type: none"> <li>• North East – LAs taking approach to allergens regionally.</li> <li>• South East - Cambs/ Norfolk/Suffolk – competency changes around EHRB are a concern. CIEH and FSA need to clarify requirements (EHORB plus completing their experience etc). Group agreed this is a national issue. Need feedback from FSA CoP team.</li> <li>• <b>Midlands</b> – Domiciliary care registration queries.</li> <li>• <b>Wales</b> – reviewing FHRS rerating fees. Consistency exercise going ahead in Autumn and 0-2 project.</li> <li>• <b>South East – Oxon/Bucks/ Berks</b> – recruitment and placenta</li> <li>• <b>South East – Surrey, Sussex, Kent:</b> a) concerns around simple cautions not being held in a central register. b) The FSA Comms platform search engine is not bringing up the results expected to find. IA has provided feedback to JC on this.</li> </ul>	<ul style="list-style-type: none"> <li>• IA to discuss with CIEH /FSA on the way forward with issues with competency / recruitment.</li> <li>• WS/GJ to provide feedback ref caution list.</li> <li>• WS / MD to feedback to Relationship Management Team regarding issues S/Comms search engine.</li> </ul>



Agenda Number	TOPIC	OUTCOME / DISCUSSION	ACTION
8	Broad FSA policy updates and discussion:	<ul style="list-style-type: none"> <li> <b>Cutting Plant and Coldstore review- LA Operating Model</b> <p><b>Mark Davis (MD)</b> introduced FSA review of activities and official control delivery in cutting plants and cold stores. This follows on from recent high-profile incidents in this area. The review consists of nine workstreams, one of which is looking at the LA Operating Model.</p> <p>A letter on this workstream was sent to all LAs in England on 9 July and similar letters are being sent in the devolved countries. The letter includes a link to a Survey Monkey, seeking LA views on some of the key emerging themes from this workstream. These themes are based on initial feedback received from a targeted group of LAs that had been involved in the recent incidents. The deadline for the Survey Monkey is 31 July. The FSA encourage as many LAs as possible to respond.</p> <p>In addition to the survey, a number of User Design Workshops are being organised for some face to face discussion of the issues. These workshops will span the whole review and will be attended by representatives from industry and the FSA, as well as local authorities. Due to the limited space available, nominations for attendance is being sought through the respective Chairs of the national focus groups.</p> </li> <li> <b>Human Placenta as food</b> <p>FSA to deliver project in the next coming months. Update of an overview sent to LAs 21 June.</p> <div data-bbox="667 1220 734 1284" data-label="Image"> </div> <p>PLGEN18028 Update to LA's on placenta pr</p> <p>FSA want to hear from LAs dealing with Placenta issues / views – advised to contact</p> </li> </ul>	<ul style="list-style-type: none"> <li>All nominations for attendance to workshop from regions should let Ian know of their interest ASAP.</li> <li>Andy McKay – to contact Ruth with a Standards view.</li> <li>IA to compile regional feedback and</li> </ul>

Agenda Number	TOPIC	OUTCOME / DISCUSSION	ACTION
		<p><a href="mailto:Ruth.willis@food.gov.uk">Ruth.willis@food.gov.uk</a></p> <ul style="list-style-type: none"> <li>• <b>Allergen Enforcement</b></li> </ul> <p>IA announced FSA Communication letter to go out to LAs in July. Over 'Freshers month' the FSA will be running an allergy campaign targeting young people living with a food allergy/intolerance and food businesses. The FSA welcomes support from LAs in delivering messages. More information here:</p> <div data-bbox="629 584 696 639" style="text-align: center;">  </div> <p>CAMEN18003 FSA Allergy Campaign.pdf</p> <p>Group highlighted:</p> <ul style="list-style-type: none"> <li>• Important for FBOs to have good procedures in place for allergens. Consumers should have conversations with chefs.</li> <li>• Delivery organisations should also be involved in allergy campaigns.</li> </ul>	<p>send to project team.</p> <ul style="list-style-type: none"> <li>• IA has fed back to FSA Comms.</li> </ul>
9	<b>Any Other Business:</b>	<ul style="list-style-type: none"> <li>• <b>Rare Iberico Pork</b></li> </ul> <p>Wales – seeking views from group on the serving of Spanish pig fed on acorns. Group have not come across this type of pork.</p> <ul style="list-style-type: none"> <li>• <b>Domiciliary Care Services</b></li> </ul> <p>Nick &amp; Dave – issues with inconsistency (in Derby / Wakefield / W. Yorkshire area) of care providers whether to register or not as food operation.</p> <p><u>Post meeting note:</u></p>	

Agenda Number	TOPIC	OUTCOME / DISCUSSION	ACTION
		<p>Nick sent link to the document (flow chart) <a href="#">Domiciliary Care: Application of food hygiene legislation to sites within Bracknell Forest</a> found on the knowledge hub and posted by Karen O'Connor.</p> <ul style="list-style-type: none"> <li>• <b>Businesses supplying gas to the food industry</b></li> </ul> <p>Mark Davis – highlighted that the FSA was contacted by HSE on behalf of the British Compressed Gases Association who were concerned there may be a number of companies supplying compressed gases into the food industry that might not themselves be registered as a food business.</p> <p>Mark asked group if aware of any operations in their area that are using compress gas for use in food industry – are they registered as a food business? MD asked for comments to be emailed to: <a href="mailto:mark.davis@food.gov.uk">mark.davis@food.gov.uk</a></p>	<ul style="list-style-type: none"> <li>• All - any comments about compress gas email Mark.</li> </ul>
10	<b>Date of Next meeting</b>	Joint meeting - Food Standards & Hygiene Focus Group in November. Date either 15/20/21 November 2018 Location TBC.	