



TO COUNCILLOR:

Mrs R H Adams
Mrs L M Broadley (Chair)
F S Broadley
M H Charlesworth

Mrs H E Darling JP
M L Darr (Vice-Chair)
Mrs L Eaton JP
F S Ghattoraya

J Kaufman
Mrs L Kaufman
Ms C D Kozlowski
Mrs H E Loydall

I summon you to attend the following meeting for the transaction of the business in the agenda below.

Meeting: Licensing and Regulatory Committee
Date and Time: Thursday, 16 June 2022, 6.30 pm
Venue: Council Offices, Bushloe House, Station Road, Wigston, Leicestershire, LE18 2DR
Contact: Democratic Services
t: (0116) 257 2775
e: democratic.services@oadby-wigston.gov.uk

Yours faithfully

Council Offices
Wigston
08 June 2022

Mrs Anne E Court
Chief Executive



Meeting ID: 2233



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A full cost breakdown for all agenda packs for this meeting is provided further down..

<u>ITEM NO.</u>	<u>AGENDA</u>	<u>PAGE NO'S</u>
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Press & Public Access:

YouTube Live Stream

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2. Apologies for Absence

To receive apologies for absence from Members to determine the quorum of the meeting in accordance with Rule 7 of Part 4 of the Constitution.

3. Appointment of Substitutes

To appoint substitute Members in accordance with Rule 26 of Part 4 of the Constitution and the Substitution Procedure Rules.

4. Declarations of Interest

Members are reminded that any declaration of interest should be made having regard to the Members' Code of Conduct. In particular, Members must make clear the nature of the interest and whether it is 'pecuniary' or 'non-pecuniary'.

5. Minutes of the Previous Meeting

4 - 6

To read, confirm and sign the minutes of the previous meeting in accordance with Rule 19 of Part 4 of the Constitution.

6. Action List Arising from the Previous Meeting

7 - 12

To read, confirm and note the Action List arising from the previous meeting.

7. Petitions and Deputations

To receive any Petitions and, or, Deputations in accordance with Rule(s) 11 and 12 of Part 4 of the Constitution and the Petitions Procedure Rules respectively.

8. Licensing and Regulatory Update (Presentation)

13 - 20

Presentation of the Senior Strategic Development Manager

9. Air Quality Update (June 2022)

21 - 26

Report of the Senior Strategic Development Manager

10. Food Service Plan (2022/23)

27 - 33

Report of the Senior Strategic Development Manager

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Agenda Item 5

**MINUTES OF THE MEETING OF THE LICENSING AND REGULATORY COMMITTEE HELD
AT/BY COUNCIL OFFICES, BUSHLOE HOUSE, STATION ROAD, WIGSTON,
LEICESTERSHIRE, LE18 2DR ON THURSDAY, 10 MARCH 2022 COMMENCING AT 6.30 PM**

PRESENT

Mrs L M Broadley Chair
M L Darr Vice-Chair



Meeting ID: 2091

COUNCILLORS

G A Boulter
F S Broadley
D M Carter
M H Charlesworth
J Kaufman
Miss A Kaur
Ms C D Kozlowski
Mrs H E Loydall

OFFICERS IN ATTENDANCE

D M Gill Head of Law & Democracy / Monitoring Officer
A J Hunt Democratic & Electoral Services Officer
J Wells Senior Strategic Development Manager

25. APOLOGIES FOR ABSENCE

An apology for absence was received from Councillors Mrs R H Adams, Mrs L Eaton JP, Mrs H E Darling JP and D A Gamble.

26. APPOINTMENT OF SUBSTITUTES

None.

27. DECLARATIONS OF INTEREST

Councillor M H Charlesworth declared a non-pecuniary interest with insofar as he has an allotment and is the proprietor of a licensed catering business within the Borough.

Councillor M H Charlesworth declared a non-pecuniary interest with regard to item 8 of the agenda, insofar as he is an employee of the Leicester racecourse, therefore, he did not participate in the vote during item 8 of the agenda.

28. MINUTES OF THE PREVIOUS MEETING

By affirmation of the meeting, it was

UNANIMOUSLY RESOLVED THAT:

The minutes of the previous meeting held on 24 June 2021 be taken as read, confirmed and signed.

29. ACTION LIST ARISING FROM THE CHAIR'S BRIEFING

By affirmation of the meeting, it was

UNANIMOUSLY RESOLVED THAT:

The Action List arising from the previous meeting held on 24 June 2021 be noted.

It was moved by Councillor Mrs H E Loydall and second by the Chair and

UNANIMOUSLY RESOLVED THAT:

The rules and regulations for e-scooters be put on the Council's website and that the Head of Law and Democracy write to the Transport Secretary on behalf of the Council expressing concerns that the current e-scooter rules and regulations do not sufficiently protect pedestrians.

30. PETITIONS AND DEPUTATIONS

None.

31. LICENSING TEAM PLAN (2022-2026)

The Committee gave consideration to the report (as set out on pages 9 – 12 of the agenda pack) which asked it to raise awareness of the Licensing Service and set out clear priorities for the period 2022 – 2026.

By affirmation of the meeting, it was

UNANIMOUSLY RESOLVED THAT:

The content of the report be noted.

32. REGULATORY SERVICES UPDATE (Q3 2021/22)

The Committee gave consideration to the report (as set out on pages 13 - 18 of the agenda pack) which asked it to note an overview of the work undertaken by the Licensing Section for the third quarter of 2021/22.

By affirmation of the meeting, it was

UNANIMOUSLY RESOLVED THAT:

The content of the report be noted.

33. STATEMENT OF GAMBLING POLICY (2022-2025)

The Committee gave consideration to the report and appendix (as set out on pages 19 – 57 of the agenda pack) which asked it to consider the draft Statement of Gambling Policy

2022-25 ("the Policy") so the final document can be considered at Full Council on 5 April 2022.

It was moved by the Chair, seconded by the Vice-Chair and

RESOLVED THAT:

The Head of Law and Democracy writes to the Gambling Commission to express concern about the increased amount of social and television advertising for gambling to try and protect more vulnerable groups.

Votes For: 8
Votes Against: 0
Abstentions: 1

It was moved by the Chair, seconded by the Vice-Chair and

UNANIMOUSLY RESOLVED THAT:

- (i) The Draft Statement of Gambling Policy 2022 - 2025 be approved and its adoption recommended to Full Council subject to any amendments arising from the consultation process; and**
- (ii) The delegated authority be granted to the Head of Law and Democracy to consider any other amendments as may be necessary in consultation with the Chair of Licensing & Regulatory Committee.**

THE MEETING CLOSED AT 7.48 pm



Chair / Vice-Chair

Thursday, 16 June 2022

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LICENSING AND REGULATORY COMMITTEE

ACTION LIST

Arising from the Meeting held on Thursday, 10 March 2022

No.	Minute Ref. / Item of Business	*Action Details / Action Due Date	Responsible Officer(s)' Initials	Action Status
1.	29. - Action List Arising From the Chair's Briefing	<p>Head of Law and Democracy write to the Transport Secretary expressing concerns that the current e-scooter rules and regulations do not sufficiently protect pedestrians.</p> <p style="text-align: right;"><i>Due by Jun-22</i></p>	DaGi	Complete (See Attached)
		<p>The Head of Law and Democracy wrote to the Transport Secretary by letter dated 30 March 2022.</p> <p>A response from the Department of Transport was received back on 27 May 2022.</p> <p>Copies of both letters are attached at Appendix 1.</p>		
2.	33. - Statement of Gambling Policy (2022-2025)	<p>Head of Law and Democracy writes to the Gambling Commission to express concern about the increased amount of social and television advertising for gambling to try and protect more vulnerable groups.</p> <p style="text-align: right;"><i>Due by Jun-22</i></p>	DaGi	Complete (See Attached)
		<p>The Head of Law and Democracy wrote to the Transport Secretary by letter dated 30 March 2022.</p> <p>A response from the Department of Transport was received back on 4 April 2022.</p> <p>Copies of both letters are attached at Appendix 2.</p>		

* | All actions listed are those which are informally raised by Members during the course of debate upon a given item of business which do not form part of - but may be additional, incidental or ancillary to - any motion(s) carried. These actions are for the attention of the responsible Officer(s).



The Transport Secretary
Department for Transport
Great Minster House
33 Horseferry Road
London
SW1P 4DR
United Kingdom

Please Ask For: David Gill
Direct Dial: (0116) 257 2626 **Ext:** 626
Email: david.gill@oadby-wigston.gov.uk
Website: www.oadby-wigston.gov.uk
Date: 30 March 2022

Dear Sirs

Re: Potential Dangers to Pedestrians from E-scooters and Mobility Scooters.

I am instructed to write to you on behalf of the Licensing and Regulatory Committee of Oadby and Wigston Borough Council.

At its meeting on 10 March 2022, members expressed their concerns about the proliferation of the use of E-scooters and Mobility scooters on public footpaths without insurance/tax or a driving licence and were of the view that more powerful vehicles of both descriptions are using the footpaths in an unregulated manner, putting pedestrians at risk.

Members are aware of the current trials in relation to the use of E-scooters but would ask that given the increasing number of deaths and injuries being reported in the media urgent steps are taken to regulate there general use.

Yours faithfully

David Gill
Monitoring Officer
(Head of Law and Democracy)



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Department
for Transport

Department for Transport
Great Minster House
33 Horseferry Road
London
SW1P 4DR
Tel: 0300 330 3000

Web Site: www.gov.uk/dft

Our Ref: 399254

27th May 2022

David Gill
Monitoring Officer
Head of Law & Democracy

Email: david.gill@oadby-wigson.gov.uk

Dear David,

E-scooters regulation

Thank you for letter of 30 March to the Rt Hon Grant Shapps MP at the Department for Transport, about e-scooters. Your letter was passed to the Traffic and Technology Division, and I have been asked to reply.

I note the concerns you have raised about e-scooters on behalf of members of the Licensing and Regulatory Committee of Oadby and Wigston Borough Council.

As you may be aware, the Queen's Speech on Tuesday 10 May 2022 announced the Government's intention to introduce legislation on the future of transport in the new parliamentary session, as part of a Transport Bill. Measures included in this Bill propose a new low speed, zero emission vehicle category that is independent from the cycle and motor vehicle categories. New powers in the Bill would subsequently allow the Government to decide on the vehicles that will fall into this category, and how they should be regulated to ensure safe use.

Further powers in the Bill would also allow local areas to manage rental services of cycles, e-cycles and e-scooters, so that fleet sizes and parking can all be kept under local control.

The Department will consult publicly before any secondary regulations for e-scooters and the rental schemes are made. This means that no final decisions about regulations have been made, nor will they be until such point that the Transport Bill becomes law. I would encourage members of the Licensing and Regulatory Committee to help shape the final outcome by

participating in the consultation process when the opportunity arises. Further information on how the legislative process works is available at: www.gov.uk/guidance/legislative-process-taking-a-bill-through-parliament.

You may be interested to know that we are currently considering options for e-scooter regulations, which may include requirements for users such as having a driving licence or needing to register the vehicle, as drivers do with their cars. We recognise the need to crack down on illegal and inconsiderate e-scooter use and are aware of the calls for a registration and number plate system to support the police with enforcement. We also acknowledge the barrier to entry that these requirements may create for users, and therefore we are investigating the wider implications of such a system.

Until the law changes, the existing limits on e-scooters continue to apply. Private e-scooters remain illegal to use on public roads and pavement riding is illegal for all e-scooters. It is a long-established principle that vehicles are not permitted on the pavement, with the exception of mobility scooters. There are existing penalties for illegal use. Users can be fined up to £300, have 6 points put on their driving licence, and the e-scooter can be impounded, though enforcement is ultimately an operational matter for local police forces. How roads policing is undertaken, and available resources are deployed, is the responsibility of individual chief officers, taking into account the specific local problems and demands, and the Council may wish to share their concerns with Leicestershire Police.

We have also written to micromobility retailers reminding them of the law and are aware that the Advertising Standards Agency has taken action against e-scooter adverts where these have been deemed misleading.

E-scooter trials are currently live in 30 areas across England and will continue to run until 30 November 2022. The main objective of the trials will continue to be assessment of the safety and wider impacts of e-scooters and development of best practice for shared micromobility services. The findings from the evaluation of e-scooter trials are due to be published later this year.

Kind regards,

Jana Matta
Traffic & Technology



The Gambling Commission
4th Floor
Victoria Square House
Birmingham
B2 4 BP

Please Ask For: David Gill
Direct Dial: (0116) 257 2626 **Ext:** 626

Email: david.gill@oadby-wigston.gov.uk
Website: www.oadby-wigston.gov.uk

Date: 30 March 2022

Dear Sirs

Re: Television and Radio advertisements promoting gambling competitions

I am instructed to write to you on behalf of the Licensing and Regulatory Committee of Oadby and Wigston Borough Council.

At its meeting on 10 March 2022, members expressed their concerns about the proliferation of advertisements on both the television and radio promoting gambling competitions and betting sites. Members were of the view that at the time of the current 'Cost of Living' crisis such advertisements have the potential to draw into debt (or further debt) those people that can least afford it.

Members have requested to be advised of what steps if any could be taken in an attempt to curb the quantity of such advertisements.

Yours faithfully

David Gill
Monitoring Officer
(Head of Law and Democracy)

Dear Mr Gill,

Thank you for your letter dated 30 March 2022 (attached), which expresses concern on the volume of gambling advertising on TV and radio, particularly within the current economic climate. You have requested advice on how to reduce the quantity of gambling advertisement.

All gambling advertising, wherever it appears, is subject to strict controls on content and placement. Gambling operators and their marketing affiliates (third-parties) must abide by the advertising codes issued by the Broadcast Committee of Advertising Practice (BCAP) and the Committees of Advertising Practice (CAP). Compliance with the codes is a licence condition for gambling operators. If an operator's advertising breaches the code, the Advertising Standard Authority (ASA) can refer an operator to the Gambling Commission to take enforcement action.

The Gambling Commission's principal remit is to prevent the advertising of unlawful gambling. We can issue codes of practice which may include provisions relating to how gambling is advertised, such as restricting the offering of inducements to gamble. In exercising such powers, we must take into account our statutory duty to permit gambling insofar as it is reasonably consistent with our licensing objectives. The Commission does not, however, have the remit to control the volume of advertising appearing in broadcast and non-broadcast formats. This is an issue for the Government.

The Department for Culture, Media and Sport (DCMS) is currently reviewing the Gambling Act 2005, including the evidence on advertising. Amongst other things, it will consider the potential for harm from placement and targeting of adverts across all sectors, including gambling advertising. Further information on the review can be found here - [Review of the Gambling Act 2005 Terms of Reference and Call for Evidence - GOV.UK \(www.gov.uk\)](https://www.gov.uk/government/consultations/gambling-act-2005-terms-of-reference-and-call-for-evidence)

Yours sincerely

Pradeep Rajania

Senior Manager-Consumer Policy

GAMBLING COMMISSION

Victoria Square House

Victoria Square

Birmingham B2 4BP

Tel: 0121 230 6666

www.gamblingcommission.gov.uk

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P Think of the environment before printing out this message

Licensing and Regulatory update

Jon Wells

Licensing and Regulatory Committee

16 June 2022



Food

- Kinder egg recall
- Examining options to increase capacity
- Natasha's law



Selective Licensing

- No of rented properties – 807
- Applications received – 733
- Exemptions/empty – 34
- Licenses issued – 598
- Notices of intent issued – 78
- Income - £536,259

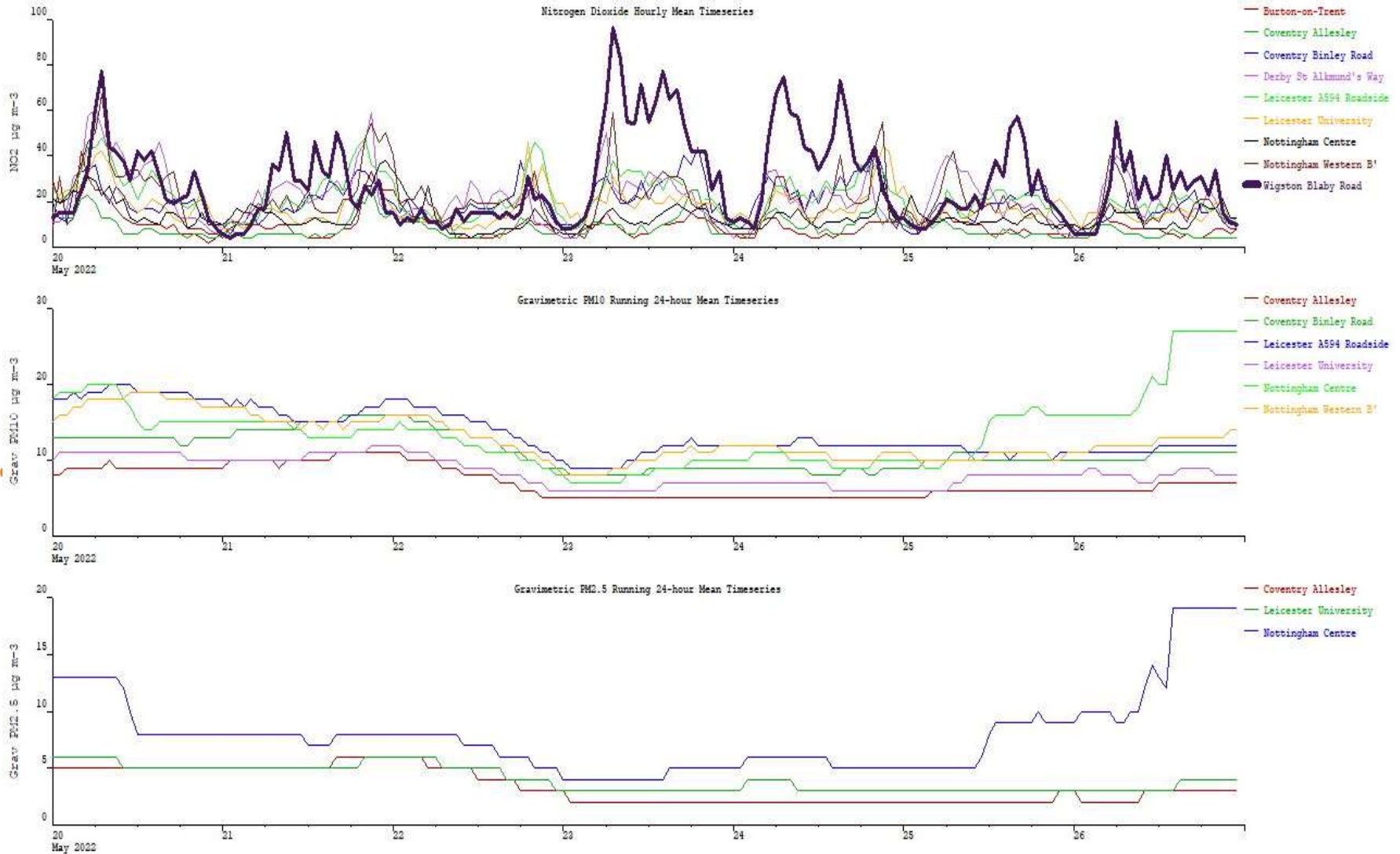
Green Homes Grant Programme

- LAD2 – £280K, 39 applications, 27 retrofits booked and 17 completed. Loft, cavity wall, solar panels
- LAD3 – £480K, tenders received and being assessed. Work will include same as LAD2 but also external wall insulation
- HUG1 - £50k. (off gas properties)



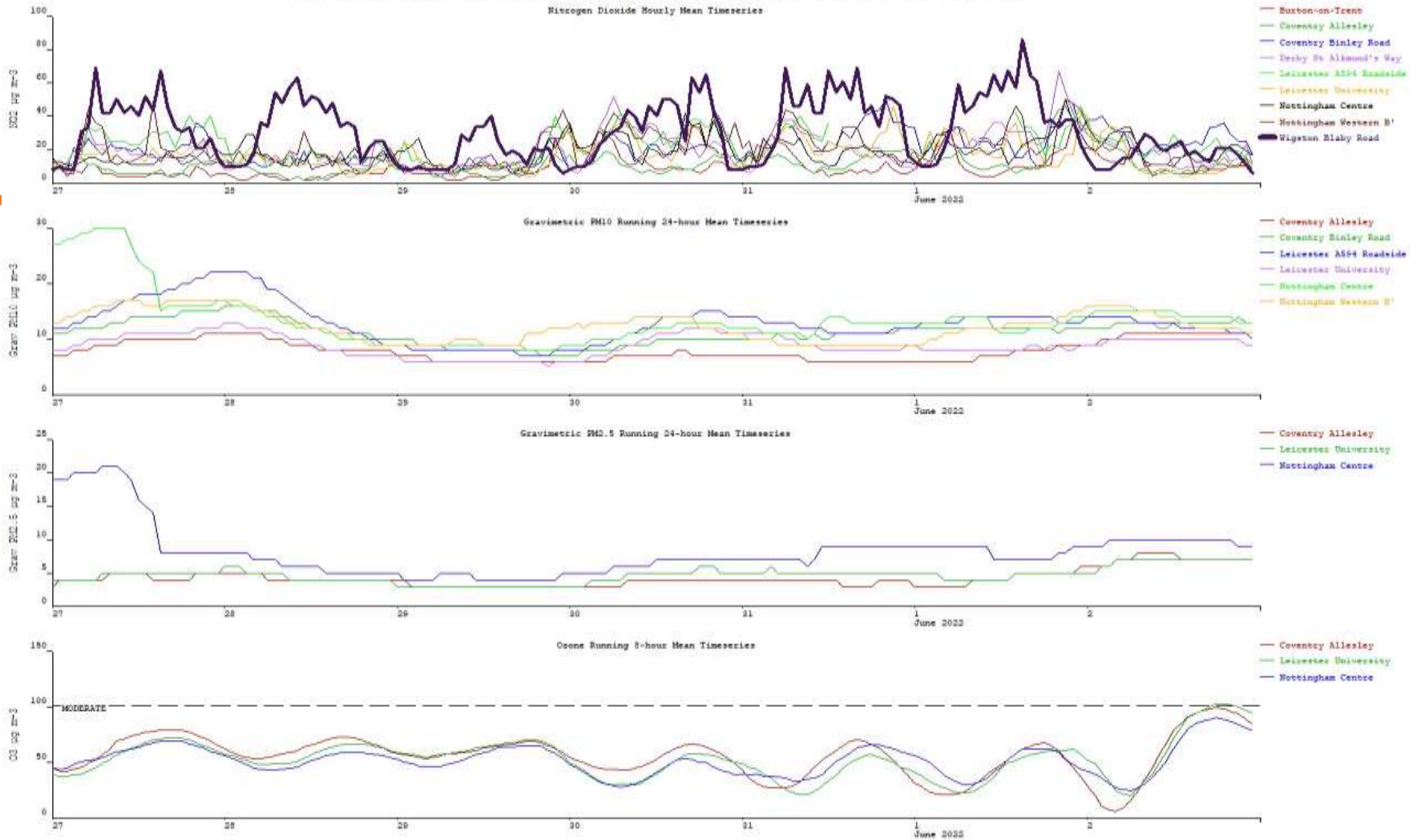
Air Quality

Air Quality Report for Oadby and Wigston and AURN 20th to 26th May 2022 by AQDM



Air Quality

Air Quality Report for Oadby and Wigston and AURN 27th May to 2nd June 2022 by AQDM



Licensing

~ Page 19 ~

- Policy updates for next meeting – Animal welfare, Scrap Metal, Special Treatments, and Charitable Collections
- Taxi driver revocation of license
- Drink spiking and needles – Home Office letter
- Applications 1/1/22 to 31/3/22

Licence	New	Renewal	Review	Transfer	Variation	Grand Total
Animal Boarding	1					1
Animal Welfare Licence		1				1
Combined Driver	5					5
Combined Driver (Renewal)		20				20
Hackney Carriage	21					21
Hackney Carriage (Renewal)		79				79
Hairdresser & Barber Practitioner	1					1
Minor Variation to the Premises Licence					1	1
Pavement Licence	1					1
Personal Licence	5					5
Premises Licence	1			1	1	3
Private Hire Operator	1					1
Private Hire Vehicle	2					2
Private Hire Vehicle (Renewal)		7				7
Street Collection	5					5
Street Trading Consent			2			2
Tattooing Registration Business	1					1
Temporary Event Notice	3					3
Vary to the DPS					5	5
Grand Total	47	107	2	1	7	164

Environmental Health

- Satya Abatement Notice
- Filthy and Verminous case
- Welfare Burials
- Midland Mainline electrification project
- Dog warden services – free microchipping event and new tender from April 2023

Agenda Item 9



Licensing and Regulatory Committee	Thursday, 16 June 2022	Matter for Information
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Report Title: **Air Quality Update (June 2022)**

Report Author(s): **Jon Wells (Senior Strategic Development Manager)**

Purpose of Report:	To note progress on air quality and future proposals/a way forward.
Report Summary:	The Council has a duty to review and assess air quality in their area. This report outlines the work carried out, results and future work initiatives.
Recommendation(s):	That the contents of the report and appendices be noted.
Senior Leadership, Head of Service, Manager, Officer and Other Contact(s):	David Gill (Head of Law & Democracy / Monitoring Officer) (0116) 257 2626 david.gill@oadby-wigston.gov.uk Jon Wells, (Senior Strategic Development Manager) (0116) 257 2692 jon.wells@oadby-wigston.gov.uk
Corporate Objectives:	Providing Excellent Services (CO3)
Vision and Values:	Accountability (V1) Customer Focus (V5)
Report Implications:-	
Legal:	For context, the local air quality management (LAQM) regime requires every local authority to regularly review and assess air quality in their areas. Air quality is a devolved matter, and for England these reviews identify whether national objectives in the Air Quality (England) Regulations 2000 have been, or will be, achieved by an applicable date.
Financial:	There are no implications directly arising from this report.
Corporate Risk Management:	Regulatory Governance (CR6) Reputation Damage (CR4)
Equalities and Equalities Assessment (EA):	There are no implications arising from this report. EA not applicable.
Human Rights:	There are no implications arising from this report.
Health and Safety:	There are no implications arising from this report.
Statutory Officers' Comments:-	
Head of Paid Service:	The report is satisfactory.

Chief Finance Officer:	The report is satisfactory.
Monitoring Officer:	The report is satisfactory.
Consultees:	None
Background Papers:	Oadby and Wigston Borough Council, Annual Status Report, June 2021
Appendices:	<ol style="list-style-type: none"> 1. Diffusion Tube Data 2021 2. Zephyr air quality monitoring results 2021 – A6 3. Blaby Road Project

1. Introduction

- 1.1 The local air quality management (LAQM) regime requires every district and unitary authority to regularly review and assess air quality in their area. These reviews identify whether national objectives have been, or will be, achieved at relevant locations, by certain dates. If the air quality standards are not met then we must define air quality management areas (AQMAS) and then produce action plans.

2. Annual Status Report

- 2.1 The Council are required to produce an annual review of air quality in the area, this is called an Annual Status Report (ASR). (The link to the one produced in June 2021 is provided in the background papers).
- 2.2 The ASR is submitted to Defra in June each year and describes how we monitor air quality, a summary of our monitoring data and a comparison of the data with air quality objectives to provide an overview of local air quality. Any planned actions are included, and detail of any new development or approved planning applications that may affect air quality.
- 2.3 This year's document will be submitted to Defra by 30 June 2022.
- 2.4 In the Oadby and Wigston area there are no air quality management areas (AQMAS).

3. Monitoring

- 3.1 The Council uses diffusion tubes for the passive measurement of nitrogen oxides in the borough. There are currently 21 tubes and the results for 2021 are shown in Appendix 1 with a comparison against the objective level of 40µg/m³.
- 3.2 An Chemiluminescent air quality monitoring station has been purchased and is now in place along Blaby Road, South Wigston near the junction with Canal Street. This will measure real time data which will soon be available to access on a public website as part of a colocation study. This is funded from developer contributions (s106) relating to the Premier Drum and R F Brookes redevelopment.
- 3.3 A Zephyr air quality monitor located along the A6 corridor (near 158 Leicester Road) was provided as part of a joint study with Leicester City Council (LCC). LCC have in the last year withdrawn from this project and we intend to reuse the monitor and link the data to the website with the data from the new monitoring station along Blaby Road. In this way the public can see the data and we can be assured that real time monitoring is taking place at the two most polluted areas. Previous results obtained from this monitor are shown in Appendix 2.

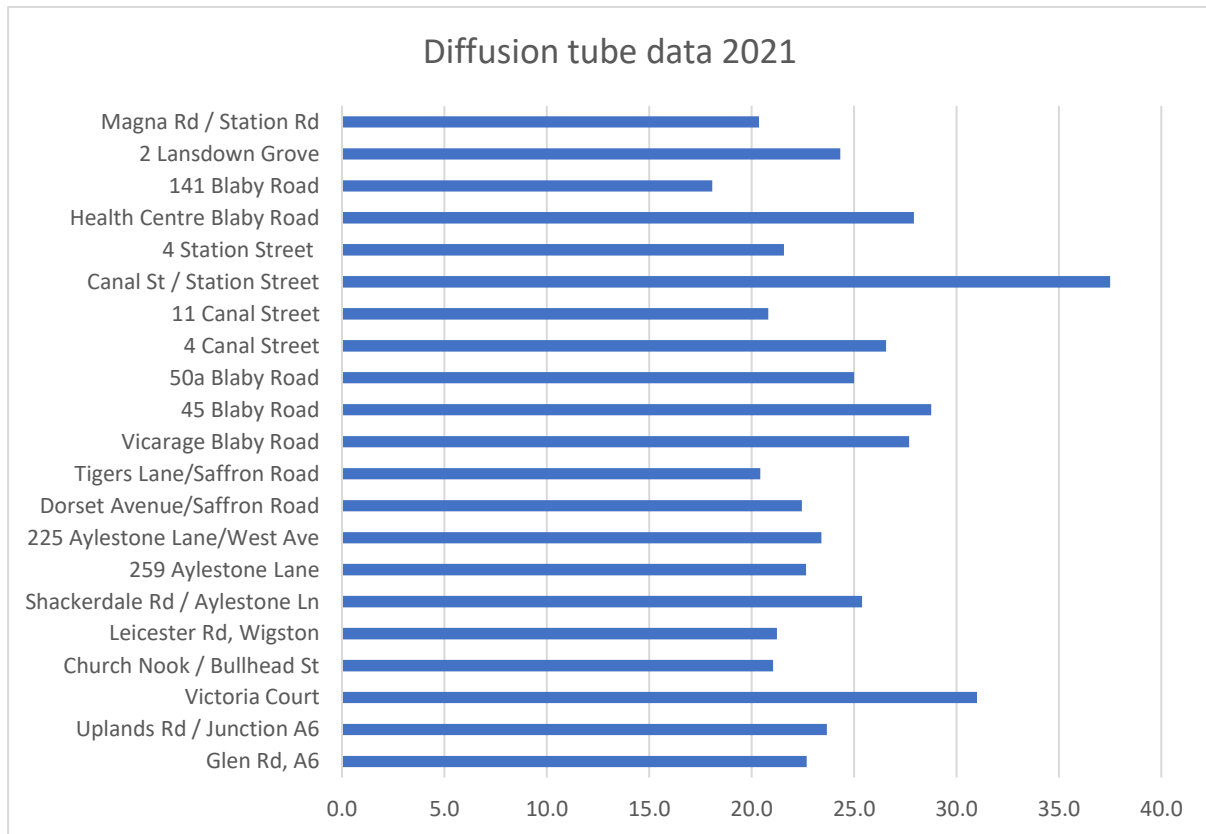
- 3.4 The Council maintains a watching brief on the air quality through the continued use of targeted air quality passive diffusion tubes and consultation with the planning department on pre-application advice and consideration of applications received. Where appropriate s106 (developer contributions) are sought particularly for air quality purposes in areas of housing growth or brownfield development.

4.0 Future Projects and initiatives

- 4.1 Consideration of air quality and health in future planning and development approach
- 4.2 Influencing environment and transport decisions by aligning air quality and health and taking an active role in working groups and the development of future transport plans
- 4.3 Improving information and communication with the public and other organisations about air quality and health
- 4.4 Targeted communication, campaigns and projects with the public and organisations about air quality and health. One such project will commence during 2022 with the Leicestershire County Council Public Health and County Highways teams, this Council and the schools and academies along the Blaby Road corridor. The project will seek to address the high prevalence of asthma and viral wheeze cases in the under 15 year olds. It is hoped that this new partnership approach may create improvements in how we understand air pollution, reduce our contribution to it and mitigate against its risks to health in this area.
- 4.5 Implementing its own agile working plan to support alternative ways of working, promoting a cycle to work scheme, supporting the use of electric cars by installing electric charging points in car parks and promoting and rewarding low emission transport in our hackney carriage and private hire policy which was revised in 2021.

Appendix 1

Appendix 1 – Diffusion Tube data 2021



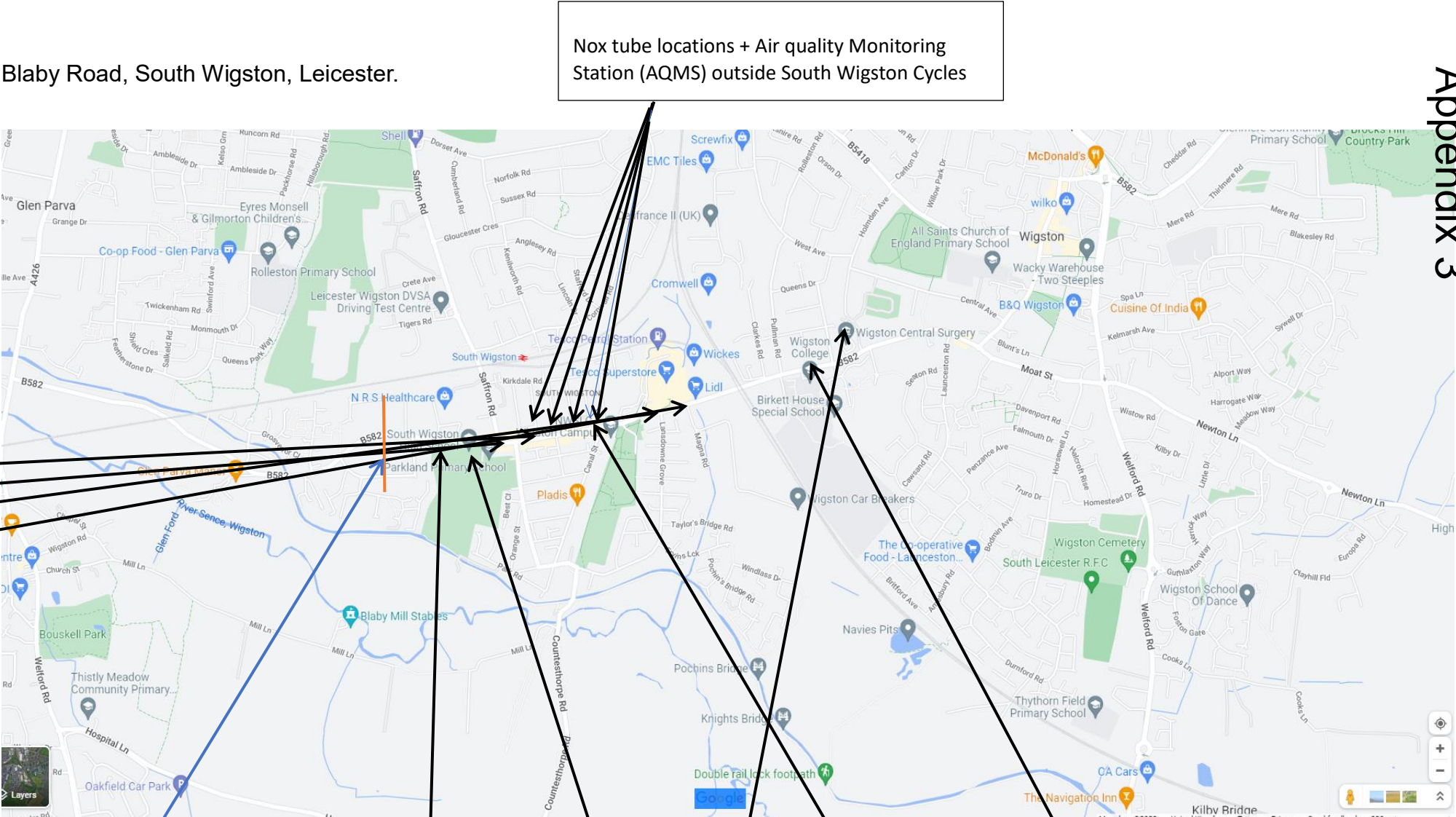
Appendix 2 – Zephyr air quality monitoring results 2021 – A6

Pollutant	Objective level	Measured level
PM 2.5	25 µg/m ³	11.37 µg/m ³
PM 10	40 µg/m ³ annual mean	13.14 µg/m ³
PM 10	50 µg/m ³ 24 hour mean	18 µg/m ³
Nitrogen dioxide	200 µg/m ³ 1 hour mean	27.56 µg/m ³
Nitrogen dioxide	40 µg/m ³ annual mean	22.24 µg/m ³

Blaby Road, South Wigston, Leicester.

Nox tube locations + Air quality Monitoring Station (AQMS) outside South Wigston Cycles

Nox Tube Location



District Boundary

South Wigston High School St Thomas Road.

Parklands Primary School. Countesthorpe Road

Council Offices

South Leicester College

Wigston College. Formally Guthlaxton College Abingdon High School + Birkett house special school.



Licensing and Regulatory Committee	Thursday, 16 June 2022	Matter for Information
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Report Title: **Food Service Delivery Plan 2022/23**

Report Author(s): **Jon Wells (Senior Strategic Development Manager)**

Purpose of Report:	To highlight the plan for delivering the Food Service for the current year and report progress on 2021/22.
Report Summary:	The Food Service is an important element of our Environmental Health work. The report sets out a plan for delivering this service in 2022/23, following the last year of recovery to ensure we comply with the Food Standard Agency requirements.
Recommendation(s):	That the content of the report and appendix be noted.
Senior Leadership, Head of Service, Manager, Officer and Other Contact(s):	<p>David Gill (Head of Law and Democracy/Monitoring Officer) (0116) 257 2626 david.gill@oadby-wigston.gov.uk</p> <p>Jon Wells (Senior Strategic Development Manager) (0116) 257 2692 jon.wells@oadby-wigston.gov.uk</p>
Corporate Objectives:	Building, Protecting and Empowering Communities (CO1) Providing Excellent Services (CO3) Growing the Borough Economically (CO2)
Vision and Values:	"A Stronger Borough Together" (Vision) Accountability (V1) Respect (V2) Teamwork (V3) Innovation (V4) Customer Focus (V5)
Report Implications:-	
Legal:	There are no implications directly arising from this report.
Financial:	There are no implications directly arising from this report.
Corporate Risk Management:	Reputation Damage (CR4) Regulatory Governance (CR6) Failure to Respond to a Significant Incident (CR7) Decreasing Financial Resources / Increasing Financial Pressures (CR1) Political Dynamics (CR3)
Equalities and Equalities Assessment (EA):	There are no implications directly arising from this report.
Human Rights:	There are no implications directly arising from this report.
Health and Safety:	There are no implications directly arising from this report.

Statutory Officers' Comments:-	
Head of Paid Service:	The report is satisfactory.
Chief Finance Officer:	The report is satisfactory.
Monitoring Officer:	The report is satisfactory.
Consultees:	<ul style="list-style-type: none"> • None
Background Papers:	<ul style="list-style-type: none"> • Food Standards Agency (FSA) Local Authority Recovery Plan: guidance and advice to local authorities for the period from July 2021 to 2023/24
Appendices:	1. Food Service Delivery Plan 2022/23.

1. Background and context

- 1.1 During 2021/22 the Council undertook all official controls and related activities to ensure food outlets were complying with food hygiene and food standards on a risk basis. Work was prioritised as follows:
- a. New businesses triaged to assess the need for intervention
 - b. Reactive work including enforcement in the case of non-compliance, managing food incidents, and hazards and investigating and managing complaints
 - c. Carried out inspections of high risk premises and new businesses.
 - d. Ongoing proactive surveillance to obtain an accurate picture of the local business landscape
- 1.2 The Food Standards Agency (FSA) have set out a two phased recovery plan. Phase 1 was from July 2021 to September 2021 with Phase 2 from October 2021 until 2023/24 when a new food standards delivery model and a revised food hygiene intervention rating scheme will be in place. The FSA have undertaken a 'temperature check' – a challenge to ensure we have focussed on and delivered what we set out to which received a positive response.
- 1.3 During the last year the following the following has been achieved:
- a. Number of inspections completed – 90
 - b. Interventions – 2
 - c. External funding obtained – £1,900 from Defra for allergen familiarisation (Natasha's law) and £1,800 from the FSA for triaging new businesses
 - d. New businesses triaged – 115
 - e. Food complaints – 13
 - f. Food advice and guidance – 217
 - g. Suspected food poisoning notifications – 9
 - h. Broadly compliant score – 98%
- 1.4 Staffing resource is provided by a Senior Environmental Health Officer (0.6FTE) and supported by two Officers from Harborough District Council. Harborough District Council also provide emergency cover for food should the need arise. Unfortunately, despite many adverts the Environmental Health Officer post still remains vacant.
- 1.5 Last year saw a considerable turnover in businesses, some changing their operating model, others taking advantage of the unique opportunity afforded by the pandemic. Unfortunately quite a few have not survived, a 17% reduction in registered food businesses from the

previous year. Hygiene standards have improved with an increase in broadly compliant score from 95% to 98%. Some of this is due to a change in profile of some businesses for example an increase in home operators and growth with small independent local businesses, prompted by a change in consumer behaviour. It is worth noting that many businesses who have not received an inspection in the last 2 years still retain their original food hygiene rating score.

2. The Food Service Delivery Plan 2022/23

- 2.1 This years FSDP has been produced having regard for the advice from the FSA, the profile of establishments across the various risk categories, levels of compliance and typical percentage of premises inspected last year and will during 2022/23,
- a. Continue to assess businesses to facilitate the targeting of what to focus attention on. Use intelligence and registration information to inform risk.
 - b. Carry out inspections of establishments rated Categories A, B and C, and Category D where they are less than broadly compliant. One of the key findings post pandemic is that hygiene standards in premises that were traditionally in a lower risk category (such as those in Categories C and D) have deteriorated presumably through lack of intervention by the Council in the last 2 years.
- 2.2 This year's plan is attached at Appendix 1 and is based on the same template as the previous one. The profile of businesses has been updated and action plan revised to include this years key areas of work.
- 2.3 Options continue to be explored to improve capacity and resilience for the food service.

A year end return has been completed to the FSA which has demonstrated our fulfilment of the recovery requirements and sets out our plan for the current year.

FOOD SERVICE DELIVERY PLAN 2022/233

1. Introduction

The Council recognises the important role it plays in securing the safety of food consumed in the Borough. This plan's key focus is to demonstrate how the Council will fulfil its statutory obligations and duties in relation to food safety.

The stated aim of the Food Standards Agency is to ensure that food law enforcement is undertaken by the various agencies in a more effective, comprehensive and collaborative manner. This Food Safety Service Plan sets out to achieve these objectives.

Underpinning our Food Safety Service is the ethos on ensuring we are delivering services to all communities equitably, proportionally and consistently, taking account of the personal beliefs, race, age, disability, gender and sexuality of all our customers.

2. Service aims

The Food and Health & Safety Team aims to **provide a food safety service in Oadby and Wigston Borough Council, to the public and businesses alike, that is equitable, proportional, consistent, helpful, open and takes into account equality issues.**

It intends to ensure the interests of consumers in relation to food are protected and ensure food is safe, food is what it says it is, consumers can make informed choices about what to eat and where.

3. Key priorities

- 3.1 To put the consumer first in everything we do.
- 3.2 To ensure that interventions are carried out commensurate with the principles of risk, at food premises within the district, ensuring compliance with the relevant food laws.
- 3.3 To ensure as far as reasonably practicable, that imported food used or sold in premises within the Borough complies with all relevant Food Law.
- 3.4 To ensure as far as reasonably practicable, that no illegally produced food is used or sold in premises within the Borough e.g. meat or meat products from unauthorised premises.
- 3.5 To ensure food complaints are investigated.
- 3.6 To continue to develop partnerships with small local businesses and larger national companies based in our area, which will help to provide consistent and proportional advice on food safety issues at both local and national levels.
- 3.7 To undertake a food sampling regime based on local and national priorities.
- 3.8 To provide informed and helpful advice to businesses and the public alike on matters relating to food safety.

- 3.9 To act on food safety alerts promptly and in a manner that is proportionate to the risks involved.
- 3.10 To play a key role in developing innovative ways that enable, motivate, educate and inform members of the public of matters relating to food safety.
- 3.11 To provide help, advice and support to consumers to protect health and promote healthier lifestyles and consumer choice.
- 3.12 To review the way we deliver our food service annually that takes into account recognised performance targets and standards.

4. Links to Corporate Plan

Seizing on the Council’s Corporate Plan (2019-2024), the Food Service will ensure it delivers an excellent service, one where communities and customers are protected and put first; where businesses are supported to improve and comply and be the best they can, while also striving for continuous improvement through innovation.

5. Factors likely to impact on the delivery of the Food Service 2022/23

- 5.1 Changes in the way in which Food Safety is delivered having regard for the Food Standards Agency guidance on future regulation and compliance
- 5.2 Implementation of any agile working solution
- 5.3 A review of our working procedures
- 5.4 Opportunities to build capacity and resilience in the food service area
- 5.5 Demands from other Environmental Health work areas

6. Service delivery action plan

Work activity	Ongoing work	Performance measure	Timescale
Interventions	Prioritise inspections as follows: <ol style="list-style-type: none"> 1. new businesses, 2. those businesses in Categories A, B, C and non-compliant D 3. businesses who are the worst performers 	Complete 100% of inspections by year end Maintain percentage of 'broadly complaint' (those with a FHRS of 3 and above) to above 90% Reduce the number of outstanding	March 2023

		inspections from the previous year to 10	
		Triage and register all new businesses	
Food and premises complaints	Investigate all food and premises complaints	To respond to all food and premises complaints within 5 working days	March 2023
Provision of advice to businesses and other service users	Respond to all requests	Respond to all such requests within 5 working days	March 2023
Food poisoning and outbreak investigations	Undertake all food poisoning or outbreak notifications received	Respond to all such request within 1 working day	March 2023
Food safety incidents	Respond to food alerts issued by the FSA	Respond in accordance with FSA guidance	March 2023
Food Safety promotion and education	Review all documentation, train officers	Complete the procedures review and implement updates	March 2023
Explore new ways of working to ensure productivity increases	Explore/implement agile working initiatives such as providing online letters, linking electronic documents and implement mobile working devices	Back office business system implemented Complete review of procedures to reduce administrative burden and provide more cost effective and productive service	March 2023

7. Profile of food businesses and compliance levels (as 1 April 2022)

Table 1 Profile of food businesses	Numbers of food businesses
Total food businesses	403
Unrated/new businesses	15
Category A premises (those requiring an inspection every 6 months)	0
Category B premises (those requiring an inspection every 12 months)	10

Category C premises (those requiring an inspection every 18 months)	75
Category D premises (those requiring an inspection every 24 months)	108
Category E premises (those requiring an inspection every 36 months)	210

Table 2 Compliance levels of food businesses	Numbers of food businesses
Non-compliant with urgent improvement required (graded 0 on the FHRs)	0
Non-compliant where major improvement is necessary (graded 1 on the FHRs)	2
Non-compliant where some improvement is necessary (graded 2 on the FHRs)	3
Satisfactory (graded 3 on the FHRs)	30
Good (graded 4 on the FHRs)	46
Very good (graded 5 on the FHRs)	322