

**OFFICER DELEGATION SCHEME
RECORD OF OPERATIONAL DECISION**



TO BE UPLOADED TO THE E-MEETINGS MANAGER

Date: 5 th July 2017	Ref No: 1568
Type of Operational Decision:	
Executive Decision <input checked="" type="checkbox"/>	Council Decision <input type="checkbox"/>
Status: For Publication	
Title/Subject matter: To introduce a charge for revisits to food premises for the purpose of re-scoring them under the Food Hygiene rating scheme	
Budget/Strategy/Policy/Compliance - Is the decision:	
(i) within an Approved Budget	Yes
(ii) not in conflict with Council Policy	Yes
(iii) not raising new issues of Policy	Yes
Equality Impact Assessment [Does this decision change policy, procedure or working practice or negatively impact on a group of people? If yes - complete EIA and summarise issues identified and recommendations - forward EIA to Corporate HR]	No - affects food businesses only
	Signed: (By EA Officer) _____ Date: _____
Details of Operational Decision Taken [with reasons]: For Bury Council to introduce a new charge of £165 if a food business in the borough requests a revisit for the purpose of re-scoring their Food Hygiene Rating. A revisit may take as long as 3hrs officer time including travel and administration.	
Background The Food Hygiene Rating Scheme (FHRS) is run by local authorities in England, Northern Ireland and Wales and applies to restaurants, pubs, cafes, takeaways, hotels, supermarkets and other food shops. Food businesses are given their food hygiene rating when inspected by a food safety officer/EHO from the local council. The officer checks how well the business is meeting the law by looking at	
<ul style="list-style-type: none"> • How hygienically the food is handled and prepared • The condition of the structure of the food premises • How the business manages and record what it does to keep the food safe to eat 	





Details of Operational Decision Taken [with reasons]: Contd/...

At the end of an inspection the business is given a score from 0-5 with a 5 being the top rating of very good. Ratings can be checked by customers by looking at the green and black sticker in the window or by looking online at www.food.gov.uk/ratings

Where a business is disappointed with their rating they can carry out any necessary work or improvements and ask the Council for a re-score. In 2016/17 we carried out 8 FHS rescore revisits but we anticipate that this could rise in the future.
Local Authorities in Wales have already introduced a charge for this re-visit service.

Greater Manchester Combined Authorities want to introduce a standard charge across GM for this service and all GM Heads of Environmental Health have agreed to the £165 rate through the Greater Manchester Public Protection Partnership. It has been requested that the fee rises in line with inflation.

Bury Council already have professional fees set in the annual fees and charges report and this new charge will be added for 2018/19

Decision taken by:	Signature:	Date:
Interim Executive Director, Resources and Regulation		4/7/17
Acting Executive Director or Chief/Senior Officer		21/7/2017
Head of Workforce – Communities & Wellbeing		
Assistant Director (Operations) Communities & Wellbeing		
Members Consulted [see note 1 below]		
Cabinet Member/Chair		4/8/2017
Lead Member		
Opposition Spokesperson		23/8/17

Notes

1. It is not generally a requirement to consult with any Members on Operational Decisions but where an Executive Director considers it necessary to consult with the appropriate Cabinet Member and/or Lead Member, they must sign the form so as to confirm that they have been consulted and that they agree with the proposed action. The signature of the Opposition Spokesperson should be obtained to confirm that he/she has been consulted.
2. **This form must not be used for urgent decisions.**