

Post Pennington
Action Plan
2009/2010

Post Pennington Action Plan 2009/10		To be completed by:
Review of Policies in line with Better Regulation Agenda Procedures and systems	NU/RP	Generic enforcement policy and food safety enforcement policy. Completed Sept 2009 Review and update any outstanding procedures and systems. Completed Dec 2009
Review of poor performing premises Initiatives to target poor performance	NU/RP ALL	Identify premises and review past history of compliance. Completed June 2009 Use SFBB Education and awareness raising followed up by enforcement. Raise enforcement profile where necessary. Completed March 2010
Butchers premises initiatives to raise standards	ALL	Completed March 2010
Hygiene in school toilets	NU/VP	Audit of sample of school toilets report information to coordination group meetings PAW. Completed March 2010
Food Hygiene Star Rating System – development of National Scheme	NU	Attendance on National panel. Completed March 2010
Staff training and competency Training Plan Shadowing of staff / consistency monitoring Advanced investigative and witness training	ALL	Completed Dec 2009 Completed March 2010 Completed March 2010
Food procurement - WCBC	NU	Report to Coordination group. Completed March 2010.
Progress report meetings with Service Manager Food Safety Team meeting NU Appraisal review and action plan update	ALL NU	 Report to Service Manager – update against action plan report

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Development of SOP for 2010/11	NU	to Service Manager.
Food Safety Team meeting	ALL	
Committee Reports		
Exec Board Updated Enforcement policies	GW/KJ/NU/AW	Generic policy H & S and Food Safety.
Information Report to members	NU/TS	Pennington action plan.
ERSC	NU/TS	Progress report Pennington action plan.
ERSC	NU/TS	

None compliance
On target
completed