

# Shared Regulatory Services



Food Hygiene  
and Standards

## Food and Feed Law

## Service Plan

2025/26



Shared  
**Regulatory**  
Services



BRIDGEND  
County Borough Council



CARDIFF  
CAERDYDD



VALE of GLAMORGAN

BRO MORGANNWG

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# Introduction

Shared Regulatory Services (SRS) is a collaborative service formed between Bridgend, Cardiff and the Vale of Glamorgan Councils on 1<sup>st</sup> May 2015. The SRS delivers a fully integrated service under a single management structure for Trading Standards, Environmental Health and Licensing functions with shared governance arrangements ensuring full elected member involvement.

Shared Regulatory Services acts as the Food/Feed Authority as required by the Food Standards Agency (FSA), the national regulator for official food and feed controls. It has a statutory obligation to conduct a range of food and feed enforcement functions under the Food Safety Act 1990 and a range of regulations. Following the UK's exit from the EU, new responsibilities have been assigned to the Food/Feed Authority to ensure the safety and integrity of food and feed entering and leaving the UK. While much of the previous EU legislation has been temporarily retained, new laws have been introduced to support continued trade which has resulted in new policies and procedures.

The Food Standards Agency (FSA) is an independent government department that protects public health and consumer interests in food matters. It issues a framework agreement, Code of Practice (CoP) and supporting guidance to be followed by Food/Feed Authorities. The CoP requires that the Service has a risk-based intervention programme for food hygiene, food standards and feed enforcement, adequate management systems and procedures for the investigation of food and feed incidents and complaints, for the inspection and sampling of foods, for investigation of cases of food-related infectious disease and control of outbreaks, and for the provision of advice and guidance to food and feed businesses.

This Food and Feed Law Enforcement Service Plan is produced in response to the requirement to set out how the service will be delivered to regulate food and feed safety. It aligns with the priorities defined in the Food Standards Agency's (FSA) Strategy and Strategic Plan 2022–2027 'Food we can Trust' - which focuses on putting the interests of consumers first and follows the principles of the "Better Regulation" agenda having regard to the Regulator's Code by supporting local businesses in meeting their responsibilities. It demonstrates Shared Regulatory Service's commitment to fulfil statutory obligations in an effective and proportionate manner having regard to the resources available and by prioritising work on a risk basis. It also shows how such activities contribute to and support others in delivering corporate objectives to the community with a commitment to protecting and improving the health of the people across the region.

Any deviations from the plan will be done in accordance with guidance provided by the Food Standards Agency. We will also ensure our approach to enforcement is risk based and will ensure that stakeholders are kept updated of our intentions and progress.

**Christina Hill**  
**Operational Manager Health and Public Protection**

# 1. Service Aims and Objectives

## 1.1 Aims and objectives

The Food and Feed Safety Service is committed to improving the safety and quality of the food chain and to demonstrate this, the Service has adopted the following aims and objectives.

The overall aim of the Service is to:

***Protect public health by ensuring that food for human or animal consumption is without risk to the health and safety of consumers, and ensure food is labelled and described accurately enabling consumers to make informed choices at point of sale.***

To achieve this, the service has adopted the following 13 key delivery priorities:

- Meet the 'The Standard' outlined in the FSA Framework Agreement.
- Ensure that all food and feed premises receive an intervention in accordance with relevant statutory codes of practice.
- Investigate food and feed complaints.
- Develop Primary Authority partnerships with businesses and respond to enquiries from other enforcing authorities.
- Provide advice to consumers and business on food and feed matters and respond to all enquiries for service within specified target times.
- Ensure that imported food and feed meet legal requirements.
- Control and investigate sporadic and outbreak cases of food poisoning and food related infectious disease.
- Investigate, initiate and respond to food alerts and incidents.
- Work with other food and feed authorities and professional bodies to ensure consistency of food and feed safety enforcement.
- Promote food and feed safety and standards.
- To implement the Food Hygiene Rating Scheme.
- Take appropriate enforcement action proportionate to the degree of risk to public health and in accordance with the Food Hygiene Rating Scheme.
- To support regulatory compliance of food-based delivery services within the legacy authorities by offering support and direction as necessary.

## 1.2 Links to Corporate Objectives and Strategic Plans

As a regional organisation providing regulatory services across three local authority areas, we place the **corporate priorities** and outcomes of the three councils at the heart of all that we do (Appendix C). In developing our own strategic priorities and outcomes for Shared Regulatory Services (Appendix D), we have considered the priorities of all the three authorities, together with the needs and aspirations of our partners and customers so they translate into priorities that meet local needs.



SRS priorities particularly relevant to the delivery of the food and feed controls are:

**Improving health and wellbeing** The quality, production standards, and preparation environment of food are key to public health. Enforcing food hygiene and standards ensures accurate labelling, safe preparation, and reduces the risk of foodborne illness.

**Safeguarding the vulnerable** Food services play a crucial role in protecting vulnerable individuals, especially in schools and care homes. Ensuring good nutrition and food safety supports their health and wellbeing, while enforcing food regulations safeguards them from harm.

**Supporting the local economy** Providing timely advice on food safety and standards legislation supports business viability by preventing costly errors, such as mislabelled products. Ensuring producers understand relevant laws and hygiene requirements is essential, while fair enforcement promotes equal competition.

The Service supports the **National Enforcement Priorities for Wales** by working with local and national partners to help achieve better outcomes through effective regulation:

- Protecting individuals from harm and promoting health improvement;
- Ensuring the safety and quality of the food chain to minimise risk to human and animal health;
- Promoting a fair and just environment for citizens and business;
- Improving the local environment to positively influence quality of life and promote sustainability.

## 2. Background

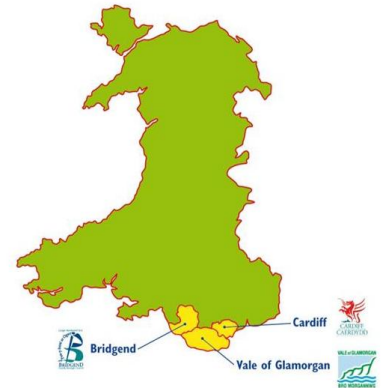
### 2.1 Area profile

**Shared Regulatory Services covers the Council areas of Bridgend, Cardiff and the Vale of Glamorgan and serves over 650,000 residents.** Extending from St Mellons in the east to Maesteg in the west, the area encompasses Cardiff, the capital City of Wales with its array of cultural, financial and commercial organisations and the rural areas of Bridgend and the Vale of Glamorgan with their vibrant tourist and agricultural economies.

**Bridgend is situated on the south coast straddling the M4 corridor.** It comprises an area of 28,500 hectares and a population of just over



140,000 residents. To the north of the M4, the area consists of mainly ex-coal mining valley communities with Maesteg as the main centre of population. To the south of the M4, the ex-market town of Bridgend is the largest town, the hub of the economy and its employment base. To the south west on the coast lies Porthcawl, a traditional seaside resort, with a high proportion of elderly residents, which is subject to a major influx of tourists during the summer period.



**Cardiff is the capital city of Wales and is continuing to grow faster than any other capital city in Europe.** In population

terms, it is the largest city in Wales with a population of 370,000. Population alone, however, does not fully represent Cardiff's significance as a regional trading and business centre as the population swells by approximately 70,000 daily with commuters and visitors. Cardiff is the seat of government and the commercial, financial and administrative centre of Wales. Cardiff boasts one of the most vibrant city centres in the UK and on a typical weekend, Cardiff's nighttime economy can attract over 40,000 people and sometimes more than 100,000 when the Principality Stadium hosts international events.



**The Vale of Glamorgan is bounded to the north by the M4 motorway and to the south by the Severn Estuary.** It covers 33,097 hectares with 53 kilometres of coastline, and a population of over



130,000 residents. The area is predominantly rural in character, but contains several urban areas of note such as Barry, Penarth, Dinas Powys and the historic towns of Cowbridge and Llantwit Major. Barry is the largest town, a key employment area and popular seaside resort. The rural parts of the Vale provide a strong agricultural base together with a quality environment, which is a key part of the area's attraction. The area includes Barry Docks and Cardiff International Airport.

## 2.2 Organisational structure

Food and Feed Services are provided by the Health and Public Protection and Enterprise and Specialist Services Teams within Shared Regulatory Services. The Teams consist largely of Environmental Health and Trading Standards Officers delivering services across the three areas. The Vale of Glamorgan Council act as the host authority for the Service with functions associated with this Plan delegated to the Shared Service Joint Committee.

Shared Regulatory Services Organisational Chart



## 2.3 Scope of the Food and Feed Service

The Food and Feed Service of Shared Regulatory Services is responsible for providing a comprehensive food and feed service combining education, advice and enforcement. The scope of the Food and Feed Service includes:

- Undertaking of food hygiene, food standards, feed and agricultural inspections in accordance with Food Law Code of Practice.
- Maintaining a register of food and feed businesses.
- Investigating complaints about food and food businesses.
- Investigating complaints concerning labelling, allergen information and composition of food.
- Implementing a sampling programme for microbiological quality and compositional and labelling quality.
- Implementing the FSA Feed Sampling Programme.
- Provision of education, training and advice on food and feed issues.
- Investigating sporadic cases of food poisoning and food borne disease including the investigation and control of food poisoning outbreaks.
- Imported food control, sampling and enforcement.
- Issue of export health certificates.
- Responding to food alerts as appropriate.
- Promotion and operation of the National Food Hygiene Rating Scheme.
- Approval and inspection of food businesses handling food of animal origin covered by assimilated regulation (EC) no. 853/2004 of product specific establishments and feed businesses.
- Approval of feed manufacturers.
- Ensuring compliance with food safety law at the Seaports of Cardiff and Barry and Cardiff Airport by the inspection of vessels and aircraft and monitoring of cargo movements.
- Responding to Freedom of Information requests relevant to the Food function.

## Responsibility

Responsibility for the Competent Authority functions are mainly based on premise type and broken down as follows:

Team	Responsibility
<b>Food and Port Health Teams (Health and Public Protection)</b>	Food Safety and implementation of Food Hygiene Rating Scheme in retail and catering businesses
	Port Health
	Food standards in low to medium risk businesses
<b>Trading Standards (Health and Public Protection)</b>	Feed safety and standards at commercial premises (other than manufacturers or farms)
	Food Standards in high-risk retail and catering businesses
<b>Communicable Disease Team (Health and Public Protection)</b>	Sporadic case and outbreak investigation of communicable diseases including food borne illness.
<b>Industry (Enterprise and Specialist Services)</b>	Food Safety and Standards and implementation of Food Hygiene Rating Scheme at importers/exporters, manufacturing and packing premises, distributors and primary producers.
	Approval of product specific establishments
	Fee Paying Advice Visits (Food Standards & Food Safety)
	Feed safety and standards for manufacturing premises
	Co-ordination of Events Panel attendance/follow up
	Provision of training courses for businesses
	Primary Production
<b>Environment (Enterprise and Specialist Services)</b>	Feed safety and standards on farms
	Feed safety alerts and incidents
<b>Major investigations (Enterprise and Specialist Services)</b>	Investigation of any large-scale breach of law involving food or feed

As part of the provision of a complete service the team works in conjunction

- **Public Health Wales**, 2 Capital Quarter, Tyndall Street, Cardiff, CF10 4BZ- for Infectious Disease and Food poisoning notifications.
- **The Council's appointed Public Analyst**, Minton Treharne & Davies, Longwood Dr, Cardiff CF14 7HY- for the examination of food and feed samples and associated labelling and compositional testing.
- **The Council's appointed Microbiology laboratory**, Public Health Wales, Microbiology Cardiff Food, Water and Environmental Laboratory, University Hospital Llandough, Penarth, CF64 2XX- for the examination of food and feed samples in relation to microbiological quality.

## 2.4 Demands on the Food and Feed Service

### 2.4.1 Food



The region has approximately 6162 food premises with Bridgend having 1363, Cardiff 3468 and the Vale of Glamorgan 1331. The number of each type of food business is as follows:

Type of Food Business	Number of Food Businesses in each Category			Total
	Bridgend	Cardiff	Vale	
Primary Producers	12	7	7	26
Manufacturers and packers	20	50	33	103
Importers/Exporters	0	6	1	7
Distributors/Transporters	24	29	3	56
Retailers	314	690	265	1269
Restaurants and Caterers	993	2686	1022	4701
<b>TOTAL</b>	<b>1363</b>	<b>3468</b>	<b>1331</b>	<b>6162</b>

Of these 6162 premises registered, 25 are approved in accordance with assimilated Regulation (EC) 853/2004, with 7 in Bridgend, 13 in Cardiff and 5 in Vale of Glamorgan.

Most food businesses are involved in catering and have commercial premises from which they trade, but increasingly many businesses in the retail and catering sectors are moving to domestic and on-line services. This means that many of these businesses, which are subject to the same regulatory compliance rules and checks, require greater resource to track and monitor such activities.

## 2.4.2 Feed



There are currently 1112 registered feed premises, 288 in Bridgend, 82 in Cardiff and 319 in the Vale of Glamorgan. Bridgend and the Vale of Glamorgan are principally rural areas dominated by livestock farming and these businesses, although high in number are primarily low risk feed premises. Most feed premises in Cardiff are retail premises supplying surplus food to produce feed. The profile of all feed premises across the three

local authority areas can be found below:

**Table Showing Distribution of Feed Premises Across Each Local Authority Area by Type**

<b>INLAND FEED PREMISES</b>	<b>Bridgend</b>	<b>Cardiff</b>	<b>Vale of Glam</b>	<b>TOTAL</b>
Manufacturer	0	2	1	3
Co-product producer	2	6	1	9
Mobile mixer	0	0	0	0
Importers	0	0	0	0
Stores	0	1	0	1
Distributor	1	0	2	3
Transporter	0	0	2	2
On farm mixer	10	4	23	37
Pet food manufacturer	4	3	3	10
Supplier of feed materials/surplus food	12	41	15	68
<b>TOTAL INLAND FEED PREMISES</b>	<b>29</b>	<b>57</b>	<b>47</b>	<b>133</b>
<b>PRIMARY PRODUCTION FEED PREMISES</b>				
	<b>Bridgend</b>	<b>Cardiff</b>	<b>Vale of Glam</b>	<b>TOTAL</b>
Livestock farms	258	23	257	538
Arable farms	1	2	15	18
<b>TOTAL PRIMARY PRODUCTION FEED PREMISES</b>	<b>259</b>	<b>25</b>	<b>272</b>	<b>556</b>
<b>OVERALL TOTAL</b>	<b>288</b>	<b>82</b>	<b>319</b>	<b>689</b>

### 2.4.3 External Factors

**Major events** – SRS plays a key role in supporting major events across the three local authorities, ensuring food safety, correct labelling, and managing licensing issues. It is actively involved in event planning through local safety groups. With Cardiff's growing success in hosting global events, SRS faces increasing pressure, especially during peak periods, to meet demand despite limited staffing and the need for weekend and evening coverage.

**Seasonal demand** – Porthcawl and Barry Island attract large numbers of summer tourists, leading to a rise in seasonal food businesses. SRS carries out inspections and enforcement during these peak periods, with frequent changes in food business operators adding to the challenge.

**Population Diversity**- there is a growing diversity amongst food business operators and the Service will endeavour to help with food law compliance by the provision of interpreters and interpreted communications and guidance where required.

**Port Health Authority Role**- Shared Regulatory Services act as the port health authority for the seaports of Cardiff and Barry and Cardiff Airport. Currently none of the seaports of Barry or Cardiff, nor Cardiff International Airport are designated Border Control Posts. This means that only food products other than those of animal origin, feed or high-risk foods not of animal origin are permitted to be imported into these ports. Currently there is no food or feed routinely imported through the ports, but the service continues to monitor shipping and aircraft movements to ensure compliance with the relevant law.

The Port Health Service Plan outlines in detail the work undertaken in relation to the Authority's Port Health functions including food safety.

## 2.4.4 Service delivery

Food and feed related services are delivered from 3 service delivery points and while the service primarily operates office hours from Mondays to Fridays, weekend and out of business hours duties are carried out as the need arises. Shared Regulatory Services also operates an out of hours duty officer scheme for emergency situations where issues requiring urgent attention are passed to designated officers for assessment and action as appropriate. .

**SRS.wales**  
<http://www.srs.wales>  
Tel: 0300 1236696



**@SRS\_Wales**

### Bridgend

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Civic Offices  
Angel Street  
Bridgend  
CF31 4WB

**Normal offices hours:**  
Monday to Thursday: 8.30am to 5.00pm  
Friday: 8.30 am to 4.30pm

### Cardiff

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Level 1  
County Hall  
Cardiff  
CF10 4UW

**Normal office hours:**  
Monday to Thursday: 8.30am to 5.00 pm  
Friday: 8.30 am to 4.30pm

### Vale of Glamorgan

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Civic Offices  
Holton Road  
Barry  
CF63 4RU

**Normal offices hours:**  
Monday to Thursday: 8.30am to 5.00pm  
Friday: 8.30am to 4.30pm

## 2.5 Regulation Policy

Fair and effective enforcement is essential to protect the economic, environmental and social interests of the public and business. Decisions about enforcement action and in particular the decision to prosecute, has serious implications for all involved and for this reason, the Shared Regulatory Service has adopted a Compliance and Enforcement Policy.

The Compliance and Enforcement Policy sets out the standards that will be applied by the Service when dealing with issues of non-compliance, and what residents, consumers and businesses can expect.

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## 3. Service Delivery

### 3.1 Interventions at Food and Feed Establishments

The Shared Regulatory Service ensures food and feed businesses receive interventions, such as inspections, in line with Food and Feed Law Codes of Practice. This requires adequate resources for delivery and additional resource for the follow up of any issues identified.

#### 3.1.1 Food Hygiene Interventions

Food hygiene law sets out the rules for handling, preparing, storing, and transporting food in a clean and safe way to prevent contamination and foodborne illnesses. Food hygiene interventions are undertaken to ensure that food businesses are complying with the requirements of food hygiene legislation. New food businesses should be inspected within 28 days of registration, or discovery. However, if resources are limited, local authorities may need to prioritise inspections based on risk to ensure higher-priority activities are not compromised. Following an initial inspection all food businesses are risk rated from A (highest risk) to E (lowest risk).

In accordance with the Food Law Code of Practice, the food hygiene risk rating of a business determines the frequency and type of intervention that should be completed. The following table illustrates the risk ratings of premises, the intervention frequencies, and the total number of food hygiene interventions to be delivered during 2025/26 with the number of new businesses estimated from last year 's figures:

#### Proposed programmed food hygiene interventions 2025/26

Risk category	Intervention frequency	Type of intervention	Target	No. premises due an intervention (including any backlog)			
				Bridgend	Cardiff	Vale	total
A	6 months	Full inspection	100%	2	7	2	11
B	12 months	Full inspection	100%	44	167	51	262
C	18 months	Full inspection alternated with verification visit if business broadly compliant	100%	387	936	344	1,667
D	2 years	Full inspection alternated with information gathering visit	100%	71	352	77	500
E	3 years	Alternative enforcement questionnaire	100%	182	418	192	792
New businesses (estimated from last year's figs)	Within 28 days	Full inspection	90%	182	517	187	886

## Food hygiene rating scheme



As part of the food hygiene function the Food Hygiene Rating Scheme Wales is implemented. Each time a full inspection is completed a food hygiene rating is assessed and awarded to the business other than for some types of food business such as childminders, visitor centres selling tinned biscuits, leisure centres with only vending machines, newsagents selling pre-packed confectionery, chemists etc. that are currently exempt.

The provision of food hygiene ratings helps consumers make informed choices by showing how well a food business meets hygiene standards and encourages businesses to maintain high levels of cleanliness and safety. Businesses have rights of recourse in relation to the scheme to ensure that it is fair and transparent.

Food businesses included within the Food Hygiene Rating Scheme are legally required to:

- display a valid food hygiene rating in a conspicuous place for customers to read,
- advise accurately of their food hygiene rating if queried by a customer
- ensure that any publications for takeaway food include a specified paragraph indicating what/ where the current food hygiene rating is/ can be found

Checks are made by officers to ensure compliance with these requirements at the time of inspection or if a complaint is received. Appropriate enforcement action in accordance with the Compliance and Enforcement Policy is considered when a non-compliance is identified.

### Additional Interventions

Additional interventions to those programmed are required because of:

- **Revisits**- required to ensure food safety concerns are addressed. The intervention and revisit procedure requires that all businesses rated 0 are revisited within 28 days and all those rated 1 or 2 are revisited within 3 months. In addition, revisits will be required to businesses to check compliance with any enforcement notices served.
- **Inspections for purpose of rescore requests under the Food Hygiene Rating Scheme (FHRS).**
- **Interventions at food businesses operating at markets or events.**
- **Inspections of low-risk food premises**, that fail to return an alternative enforcement questionnaire, or where intelligence suggests food safety concerns are not being adequately controlled on site.

An estimation of the number of each of the additional interventions required can be deduced from the figures for those completed in the previous year as detailed in section 6.1.1 below.

### Inland Imported foods

During the inspection of food businesses, officers consider the origin of imported foods. Any indications that food may not have been subject to correct import controls are investigated and, where necessary, the food is removed from the food chain.

### Approved premises

In total there were 10 premises that were approved in 2024/25 (1 in Bridgend, 7 in Cardiff, and 2 in

the Vale of Glamorgan), which brings a current running total of 28 approvals – 7 in Bridgend, 16 in Cardiff and 5 in the Vale of Glamorgan).

In Cardiff during 2024/25, one approved premises closed and voluntarily surrendered its approval.

There was also another premises which had its approval withdrawn and then reapplied in its new name after a limited company change. The new company has subsequently been given full approval. There were no other changes of this nature in Bridgend or the Vale of Glamorgan.

In 2025/26, there are currently an additional 3 premises that are at the conditional approval stage and likely to be granted full approval in due course.

### 3.1.2 Food Standards Interventions

Food Standards interventions are completed to check compliance with a range of legislation requirements including meat speciation, composition, labelling, claims, allergens, chemical contamination compositional standards (such as meat content), additives, food fraud and genetically modified ingredients and foods. It also covers articles that come in contact with food and ensuring that there is no transfer of chemicals including carcinogens. It protects public health, by preventing misleading claims about food, ensuring the presence of allergen information to avoid allergic reactions and banning harmful ingredients by only permitting approved additives to be used.

In accordance with the Food Law Code of Practice, the food standards risk rating of a business determines the frequency and type of intervention that should be completed. The following table illustrates the risk ratings of premises, the intervention frequencies, and the total number of food standards interventions to be delivered during 2025/26:

#### Proposed Food Standards Intervention programme 2025/26

Risk category	Intervention frequency	Type of intervention	Target	No. premises due an intervention (including any backlog)			
				Bridgend	Cardiff	Vale	Total
A	12 months	Full inspection	100%	3	14	5	22
B	2 years	Full inspection	100%	109	484	138	731
C	5 years	Alternative enforcement questionnaire	100%	146	413	293	852
Unverified~		Full inspection	100%	15	57	2	44
New businesses *Est from 24/25 figs	Within 28 days	Full inspection	90%	182	517	187	886

~Unverified businesses-businesses that when transferred from former database contained errors

When planning and completing interventions, consideration is given to the Food Standards Agency National Food Standard Priorities (NFSPs) 2025/26. NFSPs reflect national and recurring problems and reflect the intelligence picture across the period analysed from October 2023 to September 2024. The NFSPs are (and not listed in any order of importance):

- Priority 1: Authenticity at catering establishments
  - Speciation at takeaways
  - Premium claims at restaurants
  - Alcohol substitution at pubs
- Priority 2: Allergen information at catering establishments
  - Coffee shops and cafes – milk, gluten
  - Pubs – tree nuts, gluten
  - South Asian restaurants and takeaways– milk, tree nuts, fish, gluten
- Priority 3: Soft drinks
  - Unauthorised and excess additives
  - Unauthorised ingredients, including novel foods
- Priority 4: Food supplements
  - Improve intelligence flows

### Additional Interventions

Additional interventions to those programmed are required because of:

- **Revisits**- Food visits that fail to comply with significant statutory requirements are subject to appropriate enforcement action and a revisit to assess compliance.

Each situation should be judged according to the circumstances and the authorised food officer should make a professional decision as to whether a revisit is appropriate and when it should be completed. If the revisit reveals that the proprietor has failed to comply with any legal requirement then the appropriate enforcement action should follow.

- **Inspections of low-risk food premises**, that fail to return an alternative enforcement questionnaire,

An estimation of the number of each of the additional interventions required can be indicated by those having to be completed the previous year at section 6.1.2 below.

### 3.1.3 Feed Hygiene Interventions

Feed law refers to law and guidance that governs the production, marketing, and use of animal feed. Its main goal is to ensure that feed is safe, wholesome, and labelled correctly, which in turn protects animal health, human health, and the environment. It protects public health by ensuring feed is free from harmful substances like dioxins, pesticides or banned additives that could enter the food chain through animal products, promotes good animal nutrition which supports healthy livestock and reduces the risk of disease and allows quick action in the event of a safety issue.

Feed law applies to a wide range of businesses involved in the feed chain including manufacturers and mixers, importers and exporters, transporters and storage facilities, farmers who produce or mix their own feed, retailers and distributors. A register is maintained of feed businesses, and inspections are completed according to their risk rating in guidance with the Feed Law Code of Practice.

In line with the risk assessment process, high risk (A rated) premises such as manufacturers of animal feed, feed additives, anti-toxicants, proteins or compound feeds require an annual inspection. Currently there is only one such premises registered within the area of SRS. There are also a limited number of medium risk (B-C) feed businesses with the majority of these being suppliers of surplus food which is placed into the feed chain, such as brewers with surplus grains and supermarkets with surplus breads etc. Most of the feed premises within SRS fall within the low risk (E) category and are farms who buy in feed when grazing is restricted.

An intervention is required to be completed of all new feed businesses. Last year there were 22 new feed businesses in Bridgend, 16 in Cardiff and 19 in Vale of Glamorgan.

### Feed Safety Re-visits

Re-visits are undertaken to ensure compliance because of an identified nonconformity during an inspection or because of a complaint. It is therefore not possible to plan the number of re-visits that will be undertaken during the year, but none were completed during 2024/25.

The table below illustrates the feed intervention programme for 2025/26 which has been devised with consideration to the Feed Law Code of Practice:

### Proposed Feed Intervention programme 2025/26

<b>INLAND FEED INSPECTIONS</b>	<b>Planned inspections Bridgend</b>	<b>Planned inspections Cardiff</b>	<b>Planned inspections Vale of Glam</b>	<b>TOTAL</b>
Manufacturer	0	2	1	<b>3</b>
Co-product producer	1	4	0	<b>5</b>
Mobile mixer	0	0	0	<b>0</b>
Importers	0	0	0	<b>0</b>
Stores	0	1	0	<b>1</b>
Distributor	0	0	2	<b>2</b>
Transporter	0	0	1	<b>1</b>
On farm mixer	2	1	1	<b>4</b>
Pet food manufacturer	2	3	2	<b>7</b>
Supplier of feed materials/surplus food	8	12	1	<b>21</b>
<b>TOTAL</b>	<b>13</b>	<b>23</b>	<b>8</b>	<b>44</b>
<b>FEED HYGIENE AT PRIMARY PRODUCTION</b>	<b>Planned inspections Bridgend</b>	<b>Planned inspections Cardiff</b>	<b>Planned inspections Vale of Glam</b>	<b>TOTAL</b>
Livestock farms	127	6	40	<b>173</b>
Arable farms	0	1	4	<b>5</b>
<b>TOTAL</b>	<b>127</b>	<b>7</b>	<b>44</b>	<b>178</b>
<b>OVERALL TOTAL</b>	<b>140</b>	<b>30</b>	<b>52</b>	<b>222</b>

## 3.2 Food and Feed Complaints

There are occasions where unsafe practices or potential risks come to light because of a complaint or concern raised by a member of the public or employee and these are treated as complaints. Complaints received vary from foreign bodies, to mould, to compositional standards or to the perception that the food or feed is spoiled. Following a complaint an Officer will carry out an investigation to verify the existence of the problem and where necessary seek to minimise the risk. This will often require the procurement of a sample, which would not form part of the sampling programme.

Support from the Public Analyst and Public Health Wales Laboratory is needed to complete investigations which place a financial implication on service provision.

An estimate of the number of complaints likely to be received can be made from looking at the previous year's figures which are illustrated in section 6.1.4 below.

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### 3.3 Home Authority Principle and Primary Authority Scheme

The Service is committed to developing good relationships with food businesses in the area and where appropriate establishing Home or Primary Authority Partnership agreements. The home authority scheme is a system where a business gets advice and support on food law from one local authority usually where its head office is based to ensure consistent enforcement across the country.

The Primary Authority Scheme builds on the foundations created by the Home Authority Principle by forming a legal agreement between a business and a local authority to deliver tailored advice which other local authorities must respect. This ensures consistency of regulation and reduces inspections and paperwork for the business and allows the recovery of costs by the local authority. The Office for Product Safety and Standards promotes the Primary Authority (PA) scheme in Wales.

Since October 2017, amendments to the Regulatory Enforcement and Sanctions Act brought some significant changes to the PA scheme which has broadened the scope for SRS to enter PA partnerships. As a result of this, some existing PA Partnerships in England now require additional support for Welsh Devolved matters so that businesses trading in Wales need to have a Welsh PA partner to issue advice in Wales.

PA advice that has been issued must be considered by local authorities during their interaction with that business. The PA can block enforcement if the enforcing authority has not considered the relevant PA advice or disagrees with their interpretation.

Conversely, where the Service deals with a business that has a PA agreement in place with another Authority, the following guidelines will apply: -

- Where Shared Regulatory Services acting as an enforcing authority has concerns about the compliance of a business that has a PA, it will discuss the issue with the PA at an early stage.
- If enforcement is envisaged SRS will notify the PA of the proposed enforcement action through the PA Register.
- SRS will follow published inspection plans and will only deviate if required to issue a food hygiene rating or events during a visit require this.

SRS now has some 34 Primary Authority partnerships in place with both local and national businesses and can charge for the work done as part of these arrangements based on full cost recovery. Of those Partnerships, and despite the new regulatory scope approach within the changes to Primary Authority, 26 are more likely to request or be given advice and support from a Food or Feed perspective.

- Bravura Foods Ltd
- Cadwaladers (Cardiff) Limited
- Cardiff and Vale University Health Board
- Cwm Taf Morgannwg Health Board
- Filco Supermarkets
- Just Perfect Catering

- PJ & RP Best Limited
- Prime & Pasture UK Limited
- Royal Voluntary Service
- Sloane Home Limited
- Vale Hotel & Resort
- Wallice Main Ltd
- Wild Water Group
- Wine and Spirit Trade Association.

Devolved Welsh Partnerships:

- Association of Convenience Stores
- Hallmark Care Homes
- HC-One Care Homes
- Health Food Manufacturers Association
- John Lewis
- Marstons
- Mitchells and Butlers
- One Stop
- Sainsbury's
- Tesco
- The Bannatyne Group plc.
- Waitrose

New partnerships in 2024/25 were formed with Cwm Taf Morgannwg Health Board and Prime & Pasture UK Limited.

## 3.4 Advice to business

Shared Regulatory Services assists businesses by providing food and feed safety advice through a variety of channels, such as:

- **Advice provided as part of the inspection process** – The service continues to provide food and feed safety advice as part of the inspection process, receiving the comments such as those below in relation to food safety inspections.
- **Responding to complaints and requests for service**
- **Provision of information leaflets** - The service provides guidance leaflets for on good practice for different types of business.
- **Promotion and participation in national events, such as Food Safety Week** – SRS regularly issues press releases and food tweets to promote best practice
- **Participation in working groups, such as Events Liaison Panel** – In order to ensure proper co-ordination with all partner agencies in preparation for the smooth running of major events, the Service is part of the Events Liaison Panel at Cardiff Council and the Events Safety Advisory Groups at both Bridgend and the Vale of Glamorgan. Having the capital city based within the SRS region and the coastline, there are lots of large events that are that attracted to the area such as the Elvis Festival held in Porthcawl, the Homeless World Cup, Mardi Gras and Winter Wonderland events in Cardiff and Vale Agricultural Show and Cowbridge Food and Drink Festival. These along with many others received advice, comments or visit support on food safety, health and safety, trading standards, pollution, licensing and specialist areas such as water usage.
- **Advice through Shared Regulatory Services website** – A wide range of information is available on the SRS Website which is continually reviewed and updated.
- **Practical targeted training** – SRS provides accredited training to individuals through its Level 2 and 3 Food Safety and Level 2 Health and Safety Courses and HACCP and Allergens. SRS has further expanded the training being offered for businesses and now delivers training both face to face and online, to provide more choice and flexibility for food businesses.
- **Paid for food hygiene advice visits available to all applicable food businesses** - Shared Regulatory Services offers a paid for advice service to businesses. A fee of £85 +VAT per hour is charged for an onsite advice visit tailored to the business' needs with a follow up written report.
- **Food Hygiene Surgery** - In 2025-26, SRS will be participating in the first 'Food Hygiene Surgery', a combined event with the Vale's Regeneration Team to provide advice and assistance to food producers in the Vale of Glamorgan who may want answers to specific questions on hygiene or standards law.

## 3.5 Food and Feed Sampling



Sampling is important in helping protect public health and safety by testing food and feed to ensure they meet composition, labelling, chemical and microbiological safety standards in accordance with current Codes of Practice and guidance. Proactive sampling is undertaken in the following situations:-

- National, regional and locally co-ordinated surveys/programmes;
- Local food and feed producers;
- Home and originating authority samples;
- Complaints;
- Approved Premises – Bacteriological/Chemical water sampling in certain circumstances
- Process monitoring and verification;
- Special investigations;
- Imported foods and feed;
- Inspections;
- Durability;
- Surveillance/screening;
- Water quality monitoring aboard ships, approved premises and food businesses served by private water supply.;
- Foods procured by the authority will be checked for compliance not only with legal standards but the specifications of the contract. This will include meat speciation.

Each year SRS receives a budget allocation for microbiological analysis of samples from Public Health Wales.

### Food Hygiene Sampling

Sampling to secure the safety of food involves testing of food and water for microbiological, chemical, physical and/or radiological parameters. The food hygiene sampling plan is largely determined by the Service's participation in proactive schemes co-ordinated through agencies such as the Food Standards Agency (FSA), Public Health Wales, Local Government Regulation (previously LACORS), Welsh Food Microbiological Forum (WFMF) and UK Health Security Agency. End product testing at approved establishments and high-risk premises also constitutes an important element of the proactive work undertaken by the Service. Reactive sampling arrangements cover food importation, food poisoning outbreaks and the investigation of water and food complaints.

**Details of the planned sampling programme for Food Hygiene can be found at Appendix A**

### Food Standards Sampling

Priorities for food sampling are primarily identified after considering the risk to consumers in terms of safety or economic loss, data from the previous years sampling programme indicating areas of concern, emerging risks and priorities identified by local and National intelligence.

An area of growing concern surrounds the declaration and the cross contamination of allergenic ingredients in takeaway dishes. There have been several well publicised cases in the media that have highlighted the dangers of eating unsafe food sometimes with fatal consequences. During recent years priority has been given to sampling products from takeaway premises to establish the presence of undeclared allergens and this work will continue alongside an educational programme aimed at smaller retail premises to increase compliance.

SRS will continue to support operation OPSON a global initiative jointly coordinated by Europol-INTERPOL focusing on counterfeit and substandard food, and the organized crime networks behind this illicit trade. In the UK activities are co-ordinated by the National Food Crime Unit (NFCU) and the Food Standards Agency (FSA).

**Details of the planned sampling programme for Food Standards can be found at Appendix B.**

### **Feed Hygiene Sampling**

Contaminated or unfit feed given to animals can adversely affect animal health and the health of consumers of animal products (milk, meat and eggs). While the frequency of major feed incidents is low, the impact in terms of public health risk, cost and reputational damage can be high.

When incorporated into a programme of official feed controls, risk-based sampling will ensure that a robust, targeted and proportionate level of enforcement takes place. The sampling programme is designed to detect/prevent potential threats to feed safety for food producing animals, based on officers' local knowledge as well as the national enforcement priorities set by the FSA .

Feed sampling during 2025-26 will follow the National Enforcement Priorities for Feed where resources permit.

## 3.6 Control and investigation of outbreaks and food related infectious disease

All cases of communicable disease are investigated, and full details of this work are outlined in the Communicable Disease and Health Protection Plan 2025/26. This includes the investigation of notified confirmed and suspected cases and outbreaks of food poisoning and food borne disease. These investigations are supported by reactive inspections of food businesses, food, water and environmental sampling of implicated premises and proactive delivery of bespoke training.

The investigation of cases and outbreaks of food poisoning routinely includes:-

- The receipt and verification of laboratory confirmed isolates from Public Health Wales Microbiological Laboratories (via Tarian) and unconfirmed reports of food poisoning from Medical Practitioners, members of the public, cases, employers, other local authorities and rarely masters of vessels visiting the port and their agents;
- Telephone and less frequently face to face interviews with cases, close contacts and the provision of infection control advice;
- Managing exclusions of cases and contacts from the workplace, schools and health care settings;
- Liaison with GP surgeries, hospitals, Public Health Wales and other stakeholders during the investigation for the purposes of identifying the source of infection and preventing onward transmission;
- Undertaking site visits and applying control and preventive interventions;
- Managing the collection and submission of faecal samples;
- The collection, analysis and reporting of data relating to food poisoning;
- The investigation, management and control of outbreaks of communicable disease where food or water is, or is thought to be, the vehicle of infection.
- Taking the lead on, and contributing to, local and national communicable disease initiatives and surveillance programmes, examples have included the Campylobacter Good Practice Statement, Hepatitis E and E. coli O157 national surveillance programmes.

**Sporadic cases of pathogens linked to food and water consumption** include Campylobacter, Salmonella, Cryptosporidium, Giardia, E.coli O157, Hepatitis E and Listeria. Investigations of these pathogens vary in complexity and control and preventive measures involve a diverse application of interventions for example identifying high risk activities such as food handlers, health care workers, child care workers, environmental sampling and sampling of close contacts and applying control measures such as exclusion from work, restricting employment and leisure activities, closure of business activities and training. Timely investigation is critical to the control and containment of these infections and the targets for initial response are detailed below:

## Local Authority target response times for more common communicable disease pathogens

Pathogen	Response time
Campylobacter	Within 96 hours (unless part of an outbreak)
Cryptosporidium	Within 48 hours (same day if an outbreak)
Giardia	Within 48 hours (same day if part of an outbreak)
Salmonella spp.	Within 24 hours (within 4 hours if part of an outbreak, or case is a food handler/works in a closed community such as a care home)  Salmonella typhoid or paratyphoid – Within 4 hours
STEC / E. coli O157	PCR positive and evidence of HUS, bloody diarrhoea, hospital admission / culture positive for O157 - Within 4 hours Low risk STEC cases – Within 24 hours
Hepatitis A	Within 4 hours ( <i>investigations are now led by PHW following a change to the standard operating procedure</i> )
Hepatitis E	Within 48 hours
Shigella	Shigella sonnei – Within 24 hours Other Shigella sp. - Within 4 hours Shigella cases that are part of an outbreak – 4 hours
Listeria monocytogenes	Within 4 hours

**Outbreaks** - In addition to the ongoing investigation of sporadic cases of food poisoning the service also identify and investigate outbreaks. An outbreak is defined as illness affecting two or more people who share a common exposure factor linked by time, place or person.

Based on previous year's demand, it is estimated that the team will undertake the following investigations during 2025/26.

### Estimated Communicable Disease Interventions 2025/26

	Bridgend	Cardiff	Vale of Glamorgan
Total No. of confirmed food poisoning notifications	308	779	278
No. of food related outbreaks	1	2	0

Cases are only deemed to be a confirmed food poisoning where no other plausible risk factors have been determined from interviewing a case.

## 3.7 Feed/Food Safety Incidents

The Service will on receipt of any food incident respond in accordance with the Food Law Code of Practice/Practice Guidance and any advice provided by the FSA.

A Product Withdrawal Information Notice or a Product Recall Information Notice is issued where a solution to the problem has been put in place – the product has been, or is being, withdrawn from sale or recalled from consumers, for example. A Food Alert for Action is issued where intervention by enforcement authorities is required.

Alerts requiring substantial reactive action will occur occasionally and irregularly. Sufficient resources will be allocated to deal with each warning as it arises, although this may require diversion from the planned programme of inspection.

If the Service becomes aware of a feed hazard, we will take action to protect public and animal health at the earliest opportunity and in any event by the next working day. An assessment will be carried out to determine the likely scale, extent and severity of the risk, involving other agencies as appropriate. Enforcement options include, if necessary, detaining or seizing the feed concerned. The Service will on receipt of any feed alert respond in accordance with the Feed Law Code of Practice and the Food Standards Agency.

Dealing with feed safety incidents includes the effective response to Feed Alerts issued by the FSA and ensuring that any action specified by the FSA is undertaken promptly and with sufficient resources.

Last year there were 3 food safety alerts for action issued by the FSA and none for feed. Further information in relation to these can be found at section 6.19.

## 3.8 Liaison with other organisations

Liaison is an appropriate mechanism for ensuring consistency between enforcers, for sharing good practice, for sharing information and for informing other enforcers of potential difficult situations.



The main liaison arrangements in place and regularly used are as follows:-

- Food Standards Agency
- Directors of Public Protection Wales Food Safety Expert Panel; Communicable Disease Expert Panel; Wales Heads of Trading Standards Food Panel; Food and Agriculture Panel
- Directors of Public Protection Wales Regional Liaison Group, the Glamorgan Group Food Panel, the all Wales Feed Group; Food and Agriculture Group; South West Wales and South East Wales Food Safety Task Groups, South West Wales Communicable Disease Task Group, Welsh Food Microbiological Forum, Wales Food Hygiene Rating Scheme Implementation Group.
- Liaison with professional bodies such as the Chartered Institute of Environmental Health, the Royal Society of Health, the Royal Institute of Public Health and Hygiene, the Chartered Institute of Trading Standards; Public Health Wales, Care Standards Inspectorate for Wales.
- Office for Product Safety and Standards
- Advisory groups, e.g. Food Hygiene Focus Group.
- Liaison with other Council services such as Business Rates, Planning and Building Control to inspect and review applications, Procurement and Schools Service;
- Liaison with the PH Wales Environment Sub Group and the Infection Control Committee and the Cardiff Health Alliance;
- Maritime and Coastguard Agency and stakeholders at the port including port operators;
- Directors of Public Protection Wales Port Health Expert Panel;
- Association of Port Health Authorities and the Ports Liaison Network;
- Welsh Government;
- Local Government Data Unit
- Cardiff International Airport and stakeholders at the airport including UK Border Force, airline operators, baggage handlers
- Public Health Wales including Consultants in Communicable Disease Control, microbiologists, laboratories at Llandough, Princess of Wales, Singleton and the Heath Hospitals
- Local Health Boards
- Animal and Plant Health Agency
- Centre for Radiation and Chemical & Environmental Hazards
- Crown and Magistrates Courts
- Public analyst laboratories, Minton Treharne and Davies, Cross Hands and Cardiff

## 3.9 Food and Feed Safety Promotion

Shared Regulatory Services is committed to promoting a positive food safety culture through a variety of channels. Promotion of food and feed safety will generally involve:



- Provision of advice and information to businesses and members of the public through inspections, complaints and notifications;
- Provision of Food Hygiene training courses at both Level 2 and 3, and HACCP;
- Delivery of Food Safety Management and Safer Food Better Business training;
- Provision of training courses in other languages based on local need;
- Leaflets covering food and feed issues;
- Participation in national events such as Food Safety Week;
- Promotion of Food Hygiene Rating Scheme;
- Guidance to assist businesses;
- Advice through Shared Regulatory Services website and other social media;
- Targeted education, advice and seminars;
- Where possible interventions and promotional activities are evaluated to learn how they can be improved for next time;
- Healthy Options Awards.

## 3.10 Additional Challenges for 2025/26



### Outcome of Audit February 2025

During February 2025 an external audit by the Food Standards Agency was completed of the Food Service. This looked at an overview of the current progress, challenges, and resource implications affecting the delivery of food hygiene and food standards services in line with the Food Law Code of Practice.

For the food hygiene service, it was noted that significant strides had been made toward re-aligning intervention frequencies with the Code following the interruption of service delivery during the Covid pandemic. However, it noted that there was a staffing shortfall of 6.5 FTE. which was endeavoured to be remediated using external contractors to assist with interventions at businesses rated a C or below. This coming year faces a similar shortfall, and difficulties are being encountered in appointing suitable contractors.

It was noted for the food standards service that the support from food hygiene officers to complete inspections had improved progress to address the backlog of rated and unrated premises interventions. However, as the delivery of such interventions was driven by food hygiene risk this was not risk based for food standards and a database error had increased the number of businesses requiring inspection which had not been identified at the beginning of the year.

To ensure progress to meet the Food Law Code of Practice errors on the database have been corrected, data measurement improved, and the resource gap is looking to be addressed by the appointment of contractors and utilising the range of interventions available to maximise use of resources.

The audit also identified other actions required for which corrective action is being taken. These included additional inclusions required for this plan, improvement in recording of Food Standards inspections and assessment, improvements in disclosure procedures and the investigation of all food standards complaints in a consistently timely manner.

### Changes to the Food Regulation Landscape

Through the Achieving Business Compliance (ABC) programme the Food Standards Agency are looking to modernise the way food businesses are regulated. The proposals will have significant impact on the Service if implemented. These include:

- **National level regulatory assurance** (operated by the Food Standards Agency) for the biggest most influential businesses to strategically influence them at a national level rather than by local authority enforcement or Primary Authority partnership.
- **Enhanced registration process**- process for the rest of the food industry, ensuring that local authorities have good quality data to support their assurance activity. This might include considering an appropriate registration fee, which could be used to improve the current system without placing undue burdens on smaller businesses.
- **A central role for the FSA in collecting, co-ordinating and sharing intelligence** about risks to drive activity, building on the role already developed as part of the food standards model. This might also involve greater use of data and information from businesses and third-party assurance providers;

- **Enforcement toolkit** to drive compliance, with proportionate sanctions;
- **High-quality guidance hub for businesses.**

In addition, there is currently a review of the **Food Law Code of Practice** for the Food Hygiene and Food Standards Delivery models in Wales being undertaken which proposes:

- An updated risk-based approach to the prioritisation and timescales for undertaking interventions for both food hygiene and food standards at new food establishments.
- Introducing flexibilities as to the methods and techniques of official controls, including the use of remote official controls
- Changes to the competency framework with new routes to qualification, changes to Continual professional development requirement, and extending the flexibilities of who can undertake interventions
- New risk assessment methods and interventions at specified frequencies for food standards

It is important that the Service continues to engage with the Food Standards Agency on any proposals. This will not only ensure the views and experience of the service are reflected, but also permit proposed changes to be effectively implemented in a timely manner.

#### **Meeting the required frequency of food inspections**

The Food Standards Agency Food Law Code of Practice stipulates the required frequency of food business interventions according to risk. While SRS successfully inspected those businesses with the highest ratings (A, B and C) during the last year, this was only made possible through the appointment of contractors. Given that the Food service within SRS is not adequately resourced to undertake current programmes of inspection without the aid of contractors, this presents a significant risk for SRS in balancing current budgetary pressures with the need to meet legal requirements of the Food Law Code of Practice, the failure of which could lead to the service being placed in 'special measures.

#### **Increase in food businesses operating online**

The increasing use of social media platforms such as Facebook and Instagram has resulted in some businesses seeking to utilise these platforms to market and sell food but without first registering their food business with the local authority. In doing so, these businesses are not inspected to assess their ability to supply safe food to consumers.

#### **Recruitment, Retention and Succession Planning**

As a profession, Environmental Health is experiencing several challenges - reduced central government funding is impacting local authority budgets, whilst a lack of qualified professionals continues to affect local authority recruitment and retention. From an all-Wales perspective, all Authorities are 'fishing from the same small pool' when trying to attract new staff. Shared Regulatory Services also has an ageing workforce which raises further concerns about mid to long-term succession planning.

Due to budgetary cuts the Feed Service lost a post when an officer moved to another local authority area. Their role unfortunately included that of lead feed officer. Attempts to recruit a person on a temporary basis to fulfil the role of lead officer whilst the Team Manager gained their qualification

in Trading Standards Animal Feed failed and a temporary arrangement is now in place for Monmouth County Council to provide this service until the qualification is gained.

SRS is committed to opening opportunities for recruitment into the profession by actively supporting the Level 4 Regulatory Apprenticeship Scheme for Wales, in addition to supporting staff complete higher level, and technical, educational qualifications that will enhance their existing roles.

In 2024/25 a temporary post of Food and Port Health (Staff Development) Supervisor was created and filled. The duties of the post included ensuring that newly qualified officers progressed in the completion of the FSA competency framework to undertake the range of food officer duties available in the Food Law Code of Practice.

In addition, two regulatory compliance apprenticeships will be offered in the coming year to address the lack of suitably qualified persons available for recruitment by attracting learners and preparing them for roles in environmental health and trading standards.

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## 4. Resources

### 4.1 Financial allocation

The estimated financial expenditure on food and feed safety for 2025/26 is demonstrated in the following table. Legal charges are part of a central recharge and cannot be separately calculated. Investment in and renewal of information technology assets is funded centrally following a bid process based on the development of a business case.

	Budget 2022/23	Budget 2023/24	Budget 2024/25	Budget 2025/26			
	Bridgend Cardiff Vale of Glam	Bridgend Cardiff Vale of Glam	Bridgend Cardiff Vale of Glam	Bridgend	Cardiff	Vale of Glamorgan	Total
<b>Staffing</b>	2,068,929	2,322,822	2,371,205	£543,462	£1,398,455	£543,462	<b>£2,485,379</b>
<b>Travel / Subsistence</b>	28,375	29,055	29,105	£6,423	£16,785	£5,897	<b>£29,105</b>
<b>Sampling</b>	34,030	37,820	27,344	£6,918	£18,078	£6,351	<b>£31,347</b>
<b>Supplies and services</b>	65,880	30,785	55,030	£17,377	£45,408	£15,952	<b>£78,737</b>
<b>Income</b>	-£1950	-3,950	-2,370	-£150	-£1,860	-£360	<b>-£3,319</b>
<b>TOTALS</b>	2,195,264	2,416,532	2,480,314	£574,031	£1,476,865	£571,302	<b>£2,621,249</b>

The salary costs presented are representative of the staffing allocation outlined in section 4.2 and are costed at the top of the scale. The above budget does not include major investigations which are difficult to predict.

Income streams do exist within the Service which offset some service of the expenditure. These include the delivery of training, paid for advice and Primary Authority partnerships. Additional income is also provided through fees payable for re-scores and grants provided for promotional work.

## 4.2 Staffing allocation

The table below summarises the estimated number of posts required to meet the demands placed on the Food and Feed Service and deliver the core functions within. Staff numbers are shown in terms of full time equivalent posts (FTE).

Function	Bridgend		Cardiff		Vale		Total [FTE]	
	Food Safety	Food Stds	Food Safety	Food Stds	Food Safety	Food Stds	Food Safety	Food Stds
Premises Interventions	5.5	0.4	13.5	1.1	5.5	0.4	<b>24.5</b>	<b>1.9</b>
Food & Feed Hygiene Complaints	0.75	0.01	1.9	0.1	0.75	0.01	<b>3.4</b>	<b>0.12</b>
Home/Primary Authority	0.15	0.1	0.5	0.5	0.15	0.1	<b>0.8</b>	<b>0.7</b>
Advice to Business	0.5	0.1	1	0.4	0.5	0.1	<b>2</b>	<b>0.6</b>
Food and Feed Sampling	0.40	0.65	0.9	1.15	0.40	0.65	<b>1.7</b>	<b>2.45</b>
Food Poisoning	0.2	0	1	0	0.2	0	<b>1.4</b>	<b>0</b>
Food and Feed Safety Incidents	0.15	0.05	0.47	0.55	0.15	0.05	<b>0.77</b>	<b>0.65</b>
Liaison	0.08	0.03	0.27	0.05	0.08	0.03	<b>0.43</b>	<b>0.11</b>
Food & Feed Safety/ Standards Promotion	0.2	0.01	0.9	0.05	0.2	0.01	<b>1.3</b>	<b>0.07</b>
Management	0.72	0.22	1.55	0.44	0.72	0.22	<b>2.99</b>	<b>0.88</b>
<b>Total Professional</b>	<b>8.65</b>	<b>1.57</b>	<b>21.99</b>	<b>4.34</b>	<b>8.65</b>	<b>1.57</b>	<b>39.29</b>	<b>7.48</b>
Administration	2	0.18	4.25	0.35	2	0.18	8.25	0.71
<b>Overall totals [FTE]</b>	<b>10.65</b>	<b>1.75</b>	<b>26.24</b>	<b>4.69</b>	<b>10.65</b>	<b>1.75</b>	<b>47.54</b>	<b>8.19</b>

The tables below indicate the actual number of people resourced to work on Food and Feed safety and related matters (in terms of full time equivalents FTE) at 1<sup>st</sup> April 2025. While SRS is resourced for **39.72 FTE** to undertake Food and Feed Standards work, in practice this is significantly less. Levels of qualification are expressed with reference to the appropriate Food Safety Act Food Law Code of Practice and Practice Guidance and Feed Law Code of Practice, including support staff.

Successful delivery of the service plan is dependent on adequate staffing resources being maintained during the plan period. To deliver the full programme in accordance with the FSA requirements this would require additional resource over the existing budget

Contractors are being recruited to undertake additional food hygiene inspections to provide a temporary additional resource which are not included below.

Food Safety					
Position	Function	Qualification	FTE		
			Bridgend	Cardiff	Vale
Head of Shared Regulatory Services	Management of Environmental Health, Trading Standards and Licensing functions	Diploma in Trading Standards (DTS), Lead Auditor Qualification	0.02	0.06	0.02
OM Health and Public Protection	Includes management of public protection functions - food hygiene, port health and food poisoning and Trading Standards	MSc Environmental Health, Bsc Consumer and Trading Standards, Diploma in Trading Standards (DTS)	0.075	0.15	0.075
OM Enterprise & Specialist Services	Includes management of Industry Team which includes Food Hygiene, Food Standards and Feed Hygiene functions; and also the Environment Team (Feed Hygiene)	BSc Environmental Quality and Resource Management	0.02	0.04	0.02
Team Manager (Food Safety and Port Health)	Food safety management and liaison.	Environmental Health Officer (EHORB registered, competent to inspect all categories), Lead Auditor qualification	0.4	1.4	0.4
Team Manager (Health & Safety and Communicable Disease Team)	Community Health including food poisoning and liaison	Environmental Health Officer(EHORB registered)	0.06	0.12	0.06
Team Manager (Industry)	Management of Industry Team which includes Food Hygiene and Food Standards functions at Manufacturing Premises	Diploma in Trading Standards (DTS), Lead Auditor Qualification. MSc. Environmental Health	0.1	0.2	0.1
Staff Development Officer	Management of technical officers, contractors and the validation of officer competency.	Degree in environmental health or other suitable qualification required under the Food Law code of Practice.	0.2	0.5	0.2
Environmental Health Officers (Food Safety and Port Health)	Food safety inc. 2 FTE for Port Health	Degree in environmental health or other suitable qualification required under the Food Law code of Practice.	4.23	11.8	4.23
Environmental Health Officers (CD)	Community health (food poisoning and infection control )	Degrees in in Environmental Health or equivalent science	0.23	0.46	0.23
Environmental Health Officers (Industry)	Food Safety & Food Standards at Manufacturing/Industria	Degree in environmental health or other suitable qualification required	0.80	1.60	0.80

	I Premises including EH Approvals	under the Food Law code of Practice.			
Environmental Health Technical Officer (Food Safety and Port Health)	Food safety and port health	Degree in environmental health or other suitable qualification required under the Food Law code of Practice.	0.5	2	0.5
Environmental Health Technical Officer (CD)	Community health including food poisoning	Degrees in Environmental Health or equivalent science	0	0	0
Environmental Health Officers (Business Engagement and Training) industry	Food Safety & Food Standards at Manufacturing/Industrial Premises	Ordinary & Higher Certificates in Food Premises inspection, Higher Certificate in Food Control	0.25	0.5	0.25
			<b>6.89</b>	<b>18.84</b>	<b>6.89</b>
			<b>32.61</b>		
			<b>Overall total professional staff</b> (including vacant posts, long term sick and re-purposed posts.		

In terms of food safety there is a shortfall of **7.11 FTEs** needed to meet the demands placed on the Food Safety service and deliver the full Food Safety programme in accordance with the Food Law Code of Practice and participate in all surveys with other local authorities.

<b>Food Standards</b>					
Position	Function	Qualification	FTE		
			Bridgend	Cardiff	Vale
OM Health and Public Protection	Includes management of public protection functions - food hygiene, port health and food poisoning and Trading Standards	MSc Environmental Health, BSc Consumer and Trading Standards, Diploma in Trading Standards (DTS)	0.05	0.1	0.05
OM Enterprise & Specialist Services	Includes management of Industry Team which includes Food Hygiene, Food Standards and Feed Hygiene functions; and also the Environment Team (Feed Hygiene)	BSc Environmental Quality and Resource Management	0.02	0.04	0.02
Team Manager (Food Safety and Port Health)	Food safety and food standards management and liaison.	Environmental Health Officer (EHORB registered, competent to inspect all categories), Lead Auditor qualification	0.05	0.1	0.05
Team Manager (Trading Standards)	Management of Commercial Services Trading Standards Team	BSc Consumer and Trading Standards, DCATS, Lead Auditor	0.05	0.2	0.05

	includes Food Standards and Feed Hygiene functions.				
Team Manager (Industry)	Management of Industry Team which includes Food Hygiene and Food Standards functions at Manufacturing Premises	Diploma in Trading Standards (DTS), Lead Auditor Qualification, MSc. Environmental Health.	0.05	0.05	0.05
Trading Standards Officers (Trading Standards)	Food standards and feed hygiene functions.	Diploma in Trading Standards (DTS) or Diploma in Consumer and Trading Standards (DCATS).	0.73	1.55	0.73
Trading Standards Officer (Industry)	Food Safety & Food Standards at Manufacturing/Industrial Premises including EH Approvals	Diploma in Trading Standards (DTS) or Diploma in Consumer and Trading Standards (DCATS).	0.28	0.55	0.28
Environmental Health Officers (Food Safety & Port Health)	Food safety in retail premises.	Degree in environmental health or other suitable qualification required under the Food Law code of Practice.	0.47	1.13	0.47
Trading Standards Technical Officer	Food standards and feed hygiene functions	DCATS Food and Agriculture module or equivalent.	0	0	0
Environmental Health Technical Officer (Food Safety & Port Health)	Food safety in retail premises.		0	0	0
		<b>Total Professional FTE</b>	<b>1.70</b>	<b>3.72</b>	<b>1.70</b>
		Overall total professional FTE including vacant posts.	<b>7.11</b>		

Currently there is a deficit of 0.37 FTE for Food Standards. To address this Food hygiene officers have begun undertaking food standards inspections within prescribed premise types which are completed alongside the food hygiene inspection. This enables a multi skilled approach to the enforcement of food. As such the food hygiene table contributes to the resource provided to food standards intervention programme but high-risk premises and non-compliances remain with the Trading Standards Team.

Feed Safety					
Position	Function	Qualification	FTE		
			Bridgend	Cardiff	Vale
OM Enterprise & Specialist Services	Includes management of Industry Team which includes Food Hygiene, Food Standards and Feed Hygiene functions; and also the Environment Team (Feed Hygiene)	BSc Environmental Quality and Resource Management	0.01	0.02	0.01
Team Manager (Trading Standards)	Management of Commercial Services Trading Standards Team includes Food Standards and Feed Hygiene functions.	BSc Consumer and Trading Standards, DCATS including animal feed and animal health and welfare, Lead Auditor	0.0025	0.01	0.0025
Team Manager (Industry)	Management of Industry Team which includes Food Hygiene and Food Standards functions at Manufacturing Premises	Diploma in Trading Standards (DTS), Lead Auditor Qualification, MSc. Environmental Health.	0.0067	0.0067	0.0067
Team Manager (Environment)	Management of Animal Health and Welfare Team	BSc, Environmental Health, Animal Health and Welfare Qualification	0.04	0.03	0.04
Trading Standards Officers (Trading Standards)	Food standards and feed hygiene functions.	Diploma in Trading Standards (DTS) or Diploma in Consumer and Trading Standards (DCATS).	0.05	0.1	0.05
Trading Standards Officer (Industry)	Food Safety & Food Standards at Manufacturing/Industrial Premises including EH Approvals	Environmental Health Officers & Trading Standards Officers	0.02	0.02	0.02
Animal Health & Welfare Officers	Feed hygiene on farm including sampling	Competency achieved through training, monitoring and assessment	0.10	0.046	0.010
		<b>Total Professional FTE</b>	<b>0.23</b>	<b>0.23</b>	<b>0.0.23</b>
		Totals			
		<b>Overall Total (FTEs)</b>	<b>0.693</b>		

## 4.3 Staff Development Plan



Shared Regulatory Services approach to managing staff development is through the production of a Workforce Development Plan that provides a plan for developing the workforce to ensure the workforce has and maintains the right mix of experience, knowledge and skills required to fulfil our goals.

The Workforce Development Plan, provide a framework that addresses wide ranging issues and bring together the following areas:-

- Developing organisational culture
- Leadership and management development
- Skills development
- Recruitment, retention and progression
- Communication and employee engagement
- Employee performance management

This is supported through a staff appraisal system called #itsaboutme. This system is designed to be a dynamic and engaging approach to help team members and line managers to thrive and achieve their best performance, whilst supporting all staff in delivering towards the Annual Delivery Plan and Service Area Plans, and therefore the success of the Council. It has four quarterly touchpoints, with two formal half-yearly meetings with the line manager and two informal touchpoints.

Continuing Professional Development (CPD) is actively encouraged, and officers attend a wide range of training courses, seminars, meetings and briefings to help maintain competency and improve technical, legal and administrative knowledge. The new Food Law Code of Practice requires a minimum of 20 hours CPD to be completed by all authorised officers. The Chartered Institute of Environmental Health and the Chartered Trading Standards Institute have mechanisms in place to monitor CPD of its members requiring 20 hours a year to be met for normal membership and 30 hours a year for chartered membership.

Regular food safety and standards training is carried out in house. At least one internal training session will take place each year.

All officers receive training in respect of new food and feed legislation and how it relates to establishments involved in the supply of products of animal and non-animal origin. This is an ongoing process, and officers will receive further training and guidance as required.

The Service also recognises the need for full technical support to be available to all Food and Feed Officers, and this is achieved through a variety of ways, including internet subscription and library.

## 5. Quality Assessment and Internal Monitoring



Shared Regulatory Services recognises the need to measure the effectiveness of its food and feed safety duties and strongly supports the ethos of continuous improvement. The Service therefore participates and undertakes several activities to ensure that work is of a high standard and opportunities to identify and implement improvements are taken.

### Documented procedures

To ensure the quality and consistency of our activities, processes, procedures and work instructions for Food and Feed enforcement activities have been developed to harmonise the processes, and work across Shared Regulatory Services and are available to all Shared Regulatory Services staff. They identify responsibility for the work carried out and are reviewed regularly to reflect any changes required by legislation, guidance or audit to ensure continual improvement.

### Assessment and audits

The monitoring of the quality of our policies and procedures is assessed in several ways, namely: -

- Internal audit of documented procedures and work instructions;
- Audits undertaken by the Food Standards Agency.
- Customer consultation and feedback.
- Review of corporate complaints and compliments about the service.

In February 2025 an audit was completed by the Food Standards Agency Wales and the action points identified will be addressed in amendments to the procedures and policies of the service.

## 6. Review

### 6.1 Review against the Service Plan



It is the policy of Shared Regulatory Services to review performance against the Service Plan on an annual basis, supported with regular monitoring of performance measures to ensure continuous improvement throughout the year. Shared Regulatory Services has an effective performance management infrastructure in place for developing, delivering, monitoring and reviewing interventions which is undertaken through the following mechanisms: -

- The Joint Committee for the Shared Regulatory Service will approve this Service Plan setting out the work programme for the service and reviewing performance against the previous year's programme.
- Performance of the service is considered at fortnightly management meeting, whilst performance against strategic and local Performance Indicators is reviewed monthly.
- Fortnightly team meetings allow for the effective management of work and are also one of the routes of communication that allow individual and team involvement in the development and delivery of interventions.
- Performance of individuals is managed through the #itsaboutme Scheme performance appraisal detailed above and internal monitoring procedures.
- Procedures and work instructions will be managed through a Shared Regulatory Service document control system.

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## 6.1.1 Review of Food Hygiene Interventions 2024/25

### Programmed Food Hygiene Intervention Plan

The following sections identify those planned interventions due at the beginning of 2024/25 for Food Hygiene and reports on the delivery of those interventions together with information on enforcement activities.

The table below shows the proposed number of interventions at the start of the year, together with those that were undertaken and the overall % achievement.

Review of Food Hygiene Intervention Plan 2024/25										
Risk Category	Number of Interventions due at start of year (including any backlog)									
	Bridgend			Cardiff			Vale of Glamorgan			
	Due start of year	Actual completed	% programme achieved at end of year	Due start of year	Actual completed	% programme achieved at end of year	Due start of year	Actual completed	% programme achieved at end of year	
A	6	6	100%	20	20	100%	6	6	100%	
B	44	44	100%	140	140	100%	60	60	100%	
C	296	296	100%	712	712	100%	291	291	100%	
D	46	38	82.61%	141	129	91.49%	41	39	95.12%	
E	131	111	84.73%	285	236	82.81%	124	97	78.23%	
New business (incl outstanding)	200	188	94.0%	567	547	96.4%	217	192	88.48%	

In line with the Food Law Code of Practice 100% of all A, B and C rated premises due an intervention received one. At the start of the year, a significant backlog of C rated inspections was outstanding, however excellent progress was made using contractors to support the work of Food Officers to tackle this, resulting in all high-risk food businesses being inspected.

The target for interventions at new businesses was set at 90%, the reason for it not being 100% is difficulty is often encountered in accessing new businesses due to them opening for trade later than intended and home caterers often cancel appointments at late notice (these are required to be made in advance due to privacy laws). Whilst the target was surpassed in Bridgend and Cardiff it was just missed in Vale of Glamorgan by failing to have completed an inspection at an additional 3 businesses. However, the figures show excellent progress having been made on the previous year's performance for which the percentage of new business inspections achieved for 2023/24 were 88.03% Bridgend, 88.06% Cardiff and 85.83% in Vale of Glamorgan

Limited resources create a need to prioritise interventions at the higher risk and new businesses, over the lower, D and E rated premises. The table therefore shows a lower performance figure for these.

In 2024/25, 437 low risk (E rated) businesses were contacted to request completion of an alternative enforcement questionnaire to identify if there had been a change in ownership, change in use or identify any risk that required a physical intervention. The outcome of this contact was as follows:

Status	Number	Percentage
Business closed	127	29.06%
Form returned and no further action	251	57.44%
Further intervention required due to failure to return, or inspection required due to change in use	59	13.50%
<b>Total</b>	<b>437</b>	<b>100%</b>

In 2024/25 an MS form version of the alternative questionnaire was trialled for E rated businesses. This enabled its completion online and to be imported and uploaded directly to the Tascomi database. This process appeared to improve response rate and reduced time and costs making the process more streamline. Following the successful trial, in 2025-26 where a business is due both a food hygiene and food standards low risk intervention, food hygiene and food standards have been combined into one form to further reduce officer and food business operator time and duplication.

### Additional interventions completed in 2024/25

TYPE OF INTERVENTION	No. OF PREMISES VISITED						Total	
	Bridgend		Cardiff		Vale		est	actual
	est	actual	est	actual	est	actual		
Revisits	68	61	311	259	67	76	446	396
Rescore inspection (FHRS)	22	21	118	127	27	27	167	175

The table above illustrates that there were a significant number of revisits and rescore inspections required last year. There was little variation in the actual number of rescore inspections completed compared to the estimated figure. However, there was a significant drop in the number of revisits required to be completed in Cardiff to address non-compliances compared to the previous year. This reduction could be due to the:

- positive impact that online food delivery services such as Uber Eats, Deliveroo etc. are having on businesses because of participating food businesses having to have a food hygiene rating score of 3 or above.
- Or
- the fact that interventions are now being completed more regularly and in accordance with the FLCOP after having faltered during the Covid pandemic.

## Performance Measures

**Broadly compliant businesses and the Food Hygiene Rating Scheme** - Businesses with a food hygiene rating of 3 and above are classed as “broadly compliant” in meeting food hygiene standards with those receiving a food hygiene rating of 2 or below requiring further regulatory intervention. The target for the number of food businesses that are broadly compliant across each local authority area is 95%.

The number of food businesses with a food hygiene rating of more than 3 continues to remain at a high level with 98.02% in Bridgend, 95.80% in Cardiff and 97.55% in the Vale of Glamorgan. This highlights the growing number of businesses that are improving their standards, which can be attributed to the success of the intervention programme for food businesses.

## Prosecutions and enforcement action

SRS is committed to enforcing the laws we regulate utilising all enforcement tools available in a proportionate manner in accordance with the Compliance and Enforcement Concordat, During 2024/25 the Food hygiene service successfully completed the enforcement actions below with 7 prosecutions:

Food Hygiene Enforcement Actions 2023/24			
Type	Bridgend	Cardiff	Vale of Glam
Written warnings	390	1,300	354
Hygiene improvement notice	12	19	10
Remedial action and detention notices	1	9	3
Seizure, detention and surrender of food	1	12	2
Voluntary closure	1	14	5
Hygiene emergency prohibition notice	0	0	0
Suspension/revocation of approval or licence	0	1	0
Imported food notices	0	0	0
Simple caution	0	0	0
Prosecutions instigated	0	6	1
Prohibition order	0	1	0

### Active mouse infestation in Indian Restaurant

In March 2025 the owner of a food business in Cardiff was fined £16,000 following a prosecution for an inspection on 21<sup>st</sup> September 2023 which revealed an active mouse infestation and multiple food hygiene violations. The inspection found that the premises was dirty and not well maintained with storage facilities infested with mice and droppings being present posing a risk of cross contamination.



### Disregard to Food Safety law in Local retail store



In the Vale of Glamorgan following investigation of a complaint at a local retail store; large quantities of high-risk foods were found to be stored out of temperature control and ambient food was found to be stored in a shed where it was exposed to rodent activity and had been gnawed. Despite food being required to be voluntarily surrendered and enforcement notices being served, revisits identified that food safety laws continued to be breached and worsened when structural alterations were started with the shop still being open, resulting in thick layers of dust. A successful prosecution resulted in the food business operator being fined £3500 and required to pay costs of £1000.

### Food Hygiene Issues at Sandwich Factory



In late March 2024, the owner of a food business in Cardiff was sentenced after pleading guilty to 16 food hygiene offences. Officers had visited the sandwich factory premises between 2022 and 2023 and had concerns regarding the potential need for approval, hygiene practices with potential for cross contamination and pest issues. The officers also discovered that despite advice being given, the business was using longer 'Best Before' information on sandwiches that should have been given shorter 'Use by' dates posing a risk to consumers.

The FBO was sentenced to 3 months imprisonment for each of the offences to run concurrently suspended for 18 months as he considered that the defendant had a realistic prospect of rehabilitation. The FBO was also fined £2400, costs of £2000 and ordered to carry out 8 days of rehabilitation as well as unpaid work of 60 hours. To protect the public, a Prohibition Order was issued preventing the defendant participating in the management of any food business until further order.

## 6.1.2 Review of Food Standards Interventions 2024/25

Whilst 100% of the A rated (high-risk) inspections due were achieved, a significant backlog of programmed inspections in other risk category areas can be noted from the table below. SRS has endeavoured to address this issue by the provision of training to staff in food safety teams who now deliver food standards inspections alongside food hygiene inspections. The high turnover of staff in the Cardiff Team has meant that performance in this local authority area is less than the other two due to a training gap having to constantly be met for newly appointed officers.

The Trading Standards team continue to deliver a service in respect of food standards; however, this is a focused programme on high-risk businesses which will consider local intelligence and business activity whilst continuing to have regard to the Food Law Code of Practice.

The following table shows the proposed number of interventions, together with those that were undertaken and the overall % achievement.

<b>Review of Food Standards Intervention Plan 2023/24</b>									
<b>Risk Category</b>	<b>Number of Interventions due at start of year (including any backlog)</b>								
	<b>Bridgend</b>			<b>Cardiff</b>			<b>Vale of Glamorgan</b>		
	<b>Due start of year</b>	<b>Actual completed</b>	<b>% programme achieved at end of year</b>	<b>Due start of year</b>	<b>Actual completed</b>	<b>% programme achieved at end of year</b>	<b>Due start of year</b>	<b>Actual completed</b>	<b>% programme achieved at end of year</b>
<b>A</b>	6	6	100%	11	11	100%	3	3	100%
<b>B</b>	109	44	40.37%	405	107	26.42%	132	57	43.18%
<b>C</b>	237	88	37.13%	617	244	39.55%	383	109	28.46%
<b>Unverified businesses</b>	13	1	7.69%	59	0	0.00%	1	0	0.00%
<b>Re-visits</b>	N/A	8	N/A	N/A	24	N/A	N/A	10	N/A
<b>New Business</b>	228	211	92.54%	805	676	83.98%	288	245	85.07%

The improvement in performance to meet the Food Law Code of Practice by this change in service delivery can be illustrated by looking at the enhancement of inspections completed at new businesses between 2023/24 and 2024/25:

<b>Percentage of inspections completed at new businesses</b>			
	<b>Bridgend</b>	<b>Cardiff</b>	<b>Vale of Glamorgan</b>
<b>2023/24</b>	78.52%	67.35%	67.00%
<b>2024/25</b>	92.54%	83.89%	85.07%

The biggest challenge for Food Standards is the sheer volume of businesses within our footprint (around 20% of all those in Wales) together with the diverse and vibrant nature of the food scene locally, and the very frequent churn of new business start-ups. Additional monitoring has been introduced to ensure that SRS has returned to the requirements of the Code of Practice Guidance identifying those premises with outstanding interventions and putting a programme in place to ensure that these are carried out in accordance with the code.

## Food Standards Projects

In addition to routine inspections of food businesses, SRS participated in a number local and national food standards surveys across a range of businesses, these were:-

Food Survey Details	Analysis	Target Number	Results
Intelligence led sampling	Allergens/ Speciation/ Labelling	Variable	62 samples taken (54 informal/ 8 formal) - allergens  36 satisfactory  26 unsatisfactory requiring follow up enforcement action
FSA funded sampling for allergens in cafes and takeaways	Allergens	12	9 satisfactory  3 Failures requiring follow up action
Glamorgan Group Spirit substitution (Vodka, Gin)/ contaminated alcohol	ABV/illegal contaminants	10	All satisfactory
OPSON - FSA funded project Spices	Presence of Peanut and Aflatoxins	10	10 failures (1 for labelling only, 9 due to presence of peanut/aflatoxin) SRS will be conducting further sampling in the next financial year and taking appropriate enforcement action following advice.
School meals	It was decided to carry out school inspections primarily to provide advice and education and sampling only where necessary.	33 schools	

**Intelligence led sampling-** this sampling was completed because of a complaint, or referral from the food hygiene officers having been received. Most of the concerns related to the ability of food businesses to accurately identify the allergen ingredients in the food and/or a failure by the business to provide this to consumers on request. A minority of complaints concerned the menu descriptions, specifically questioning the species of meat used against the menu description.

Of the 62 samples taken 36 were compliant with legislation in that they were satisfactory and 26 were non-compliant (unsatisfactory). These failures were caused by either the presence of an allergen—despite officers advising staff they were allergic to an ingredient, or misleading food descriptions. These businesses have been provided with written guidance and warnings in relation to the non-compliance. These businesses will also be subject to future sampling to ensure that issues identified have been rectified.

Eight formal samples were taken across SRS due to initial unsatisfactory results. One formal notice has been served requiring corrective actions within a set timeframe, whilst formal investigations have begun against another. These actions form part of a proportionate approach to help businesses achieve compliance.

**Spirit Substitution/ contaminated alcohol-** SRS participated in the Glamorgan Group survey to establish whether the alcohol by volume (ABV) in spirit drinks is within the permitted tolerance level of plus or minus 0.3% due to the potential for the ABV not to be met because of:

- Being diluted with water
- reduced alcohol due to use of bottle top pouring device with open spout through which alcohol may evaporate
- production of craft and artisan drinks



Ten samples were taken from a variety of licensed premises, and all samples were satisfactory.

**Undeclared peanut and Aflatoxins in Seeds/ Spices-** Aflatoxins are a family of toxins produced by certain fungi that are found on food such as groundnuts, tree nuts, maize, rice, figs and other dried foods, spices, crude vegetable oils and cocoa. Aflatoxin-producing fungi can contaminate crops in the field, at harvest, and during storage. As aflatoxins are known to be genotoxic and carcinogenic, exposure through food should be kept as low as possible. Undeclared allergens in food can result from contamination due to poor handling/manufacture practices or adulteration for financial gain.



The sampling programme involved taking 10 samples of prepacked spice mixes sold in African and ethnic shops to test for the presence of aflatoxins and/ or undeclared peanut. All samples were unsatisfactory with 9 samples declared as unsafe. Officers carried out further intervention with those retailers and warning letters were issued. Follow up sampling will take place in 2025/26 to ensure compliance.

**Schools Meals Survey-** Between September 2024 and December 2024 Shared Regulatory Services carried out a school meals survey across all three local authorities looking at the accuracy of allergy information available to children at mealtimes and, examining individual school policies regarding allergen controls. Officers also checked menu descriptions and claims for accuracy. Sampling was carried out where necessary to check compliance.

A summary of the survey can be seen in the table below:

Local Authority	School kitchens inspected	Key findings across Local Authorities	Actions taken depending on severity of findings
<b>Bridgend</b>	<b>10 in total</b> 7 LA run 2 LA school (contracted out) 1 private school	<ul style="list-style-type: none"> <li>• General compliance with allergen regulations was good in LA run schools</li> <li>• One formal written warning issued for egg allergen incident in LA school.</li> <li>• Poor compliance in 2 LA schools contracted out where informal samples failed.</li> <li>• Need for stronger due diligence such as training, records, checks.</li> <li>• Errors in allergen information available</li> <li>• Incorrect labels on prepacked food</li> <li>• Local sourcing not always local production</li> </ul>	<ul style="list-style-type: none"> <li>• Advice provided to fbo and recommendations made to prevent recurrence</li> <li>• Warning letters issued</li> <li>• Breaches rectified</li> <li>• Further revisits advice and education planned</li> <li>• Emphasis on improving due diligence</li> <li>• Claims about local sourcing to be reviewed</li> </ul>
<b>Cardiff</b>	<b>13 in total</b> 11 LA run 1 private 1 LA school (contracted out)		
<b>Vale of Glamorgan</b>	<b>14 in total</b> 11 LA run 3 LA school (contracted out)		

Significant areas for improvement were identified which will be continued to be progressed in the coming year.

### Prosecutions and enforcement action

Food Standards Enforcement Actions 2024/25			
Type	Bridgend	Cardiff	Vale of Glam
Written warnings	13	34	16
Improvement notice	1	1	1
Seizure, detention and surrender of food	0	0	0
Voluntary closure	0	0	0
Emergency prohibition notice	0	0	0
Suspension/revocation of approval or licence	0	1	0
Imported food notices	0	0	0
Simple caution	0	0	0
Prosecutions instigated	0	0	0
Prohibition order	0	0	16

### 6.1.3 Review of Feed Safety Interventions 2024/25

There is one high risk business registered with SRS in accordance with guidance, but this is just the registered office and the high-risk activities take place outside the area. This business is therefore subject to a virtual inspection only.

The following table identifies those planned interventions due at the beginning of 2024/25 for Feed Safety and reports on the delivery of those interventions:

Feed Safety Intervention Performance 2024/25								
Type	No. of inspections due							
Inland Feed inspections	Bridgend		Cardiff		Vale of Glam		Total	
	Due	Actual	Due	Actual	Due	Actual	Due	Actual
Manufacturer (A01-08 and R01-04)	0	0	1	0	0	0	1	0
Co Product Producer (R12)	0	0	1	1	0	0	1	1
Mobile mixer (R04)	0	0	0	0	0	0	0	0
Importers	0	0	0	0	0	0	0	0
Stores (R09)	0	0	1	0	0	0	1	0
Distributor (A01-08, R01-03, & R05)	1	0	1	0	1	0	3	0
Transporter (R08)	0	0	0	0	0	0	0	0
On farm mixer (R10 Annex II)	2	0	1	0	1	1	4	1
On farm mixer (R11)	1	0	0	0	2	1	3	1
Pet food manufacturer (R06)	1	0*	0	1	1	1	2	2
Supplier of feed materials/surplus food (R07)	0	0	17	14	10	10	27	24
<b>Total inland feed inspections</b>	<b>5</b>	<b>4</b>	<b>22</b>	<b>16</b>	<b>15</b>	<b>13</b>	<b>42</b>	<b>33</b>
Feed Inspections at Primary Producers								
Livestock farms (R13)	32	50	4	8	59	48*	95	106
Arable Farms (R14)	0	0	0	0	2	3	2	3
<b>Total Feed Inspections at Primary Producers</b>	<b>32</b>	<b>50</b>	<b>4</b>	<b>8</b>	<b>61</b>	<b>51</b>	<b>97</b>	<b>109</b>
<b>Total feed inspections</b>	<b>37</b>	<b>54</b>	<b>26</b>	<b>24</b>	<b>76</b>	<b>64</b>	<b>139</b>	<b>142</b>

\*business ceased trading

Targets for interventions were not met for certain types of business but surpassed for livestock farms (R13). The failure to meet some targets is due to the service losing its Lead Feed Officer in August 2024 (due to relocation) as well one Animal Health and Welfare Officer being reduced from 30 to 18.5 hours. To address this resource gap, an agency Animal Feed Inspector was appointed to assist in carrying out the livestock farm (R13) inspections. The Lead Feed Officer now sits with Monmouth Council as a temporary solution whilst the Team Manager undertakes the relevant qualification to take up the role. This was discussed and agreed with the Food Standards Agency.

In addition to the programmed inspections there were a number of new businesses that registered and subject to an intervention during the year. These are illustrated in the table below. The

additional businesses inspected to those that registered during 2024/25 can be explained by the backlog of new businesses that were over due an inspection from 2023/24.

Number of New Feed Business Interventions Completed 2024/25											
Number of Interventions due at start of year (including any backlog)											
Bridgend			Cardiff			Vale of Glamorgan			TOTAL		
Registered during year	Actual completed	% prog achieved at end of year	Registered during year	Actual completed	% prog achieved at end of year	Registered during year	Actual completed	% prog achieved at end of year	Registered during year	Actual completed	% prog achieved at end of year
22	28	127%	16	17	106%	19	24	126%	57	69	121%

## Revisits

No re-visits were undertaken during the year.

## Feed Safety Projects

No feed safety projects were completed in 2024/25 due to the prioritisation of resources elsewhere

## Prosecutions and enforcement action

No prosecution or enforcements were undertaken during 2024/25.

## 6.1.4 Complaints

Based on the requests received during the previous year, it was estimated that the service would receive 774 service requests during 2024/25 however the actual number was 709 (Bridgend 127, Cardiff 441 and Vale 141). The table below provides a breakdown of the number received and investigated for each local authority area.

Complaint type	Bridgend	Cardiff	Vale of Glamorgan
Food Hygiene	17	57	15
Food Complaints	88	285	94
Food Standards	22	99	32
Total	127	441	141

Cardiff receives significantly more complaints than both Bridgend and the Vale of Glamorgan, almost double of the two areas. This is to be expected due to the large number of businesses in Cardiff.

## 6.1.5 Review of Primary Authority Activity in 2024/25

In 2024/25, Shared Regulatory Services provided the equivalent of 908 hours advice and support across its Primary Authority Partnerships (including non-food partnerships) generating a total of £72,640 in cost recovery for the service.

In terms of advice and support for our food partnerships, it has included mock inspections, procedure reviews, HACCP comments, food hygiene training, as well as food labelling review and advice. The mix of advice has been both informal regulatory opinion as well as more formal Primary Authority Advice published on the Primary Authority register.

We have also actively engaged to support enforcing authorities with queries and enforcement issues.

## **6.1.6 Review of Advice to Business Activities completed in 2024/25**

In 2024/25 Shared Regulatory Services actively assisted businesses by providing food and feed safety advice through the following:

- Our regular SRS Food and Health & Safety newsletter
- Discussing topical food and feed matters on our 'Ask the Regulator' Podcast
- Food relevant messages and posts on our Instagram account
- Promotion and participation in national events, such as Food Safety Week
- Participation in working groups, such as Events Liaison Panel (Cardiff) and Event Safe Advisory Groups (Bridgend and Vale of Glamorgan)
- Advice through Shared Regulatory Services website, which we are currently looking at improving and its layout
- Provision of information leaflets
- Practical targeted training
- Paid for food hygiene advice visits available to all applicable food businesses (that have either not opened yet, or had their first rating inspection and also not facing any current enforcement action) - 14 requests in 2024/25, 8 through to completion (some closed or chose re-score).

### **Food Hygiene and Allergens Training**

During 2024/25 food hygiene training has been delivered through Primary Authority Partnerships with Cardiff and Vale University Health Board and Cwm Taf Morgannwg Health Board. Working directly with schools and Big Fresh Catering, training has also been provided to youth volunteers via the Vale Council Youth Support Team to protect the health of young persons within the area.

Additionally, allergen training has been provided to Monmouthshire and Newport Councils, strengthening collaboration with these local authorities and their business communities.

### **'Ask the Regulator' Podcast**

During this period a couple of podcasts were recorded. The first in April, 2024, was completed as part of Trading Standards Wales Week a Food Standards featuring the FSA and a colleague from Neath Port Talbot Trading Standards. The latter was completed in February 2025, featuring two environmental health officers talking about how to identify, prevent and control pests in food businesses.

## 6.1.7 Food and Feed Sampling

### Food Hygiene Sampling

The service receives an allocation from Public Health Wales for the microbiological analysis of food and water samples.

During this year samples were taken because of investigation of complaints, intelligence received and for the participation of surveys devised by the Wesh Food Microbiological Forum (WFMF). The WFMF produces protocols for its surveys and collates the results across Wales to produce reports which may feed into food hygiene policy.

Most informal food samples taken for surveillance and monitoring purposes are assessed using the criteria contained in the “Guidelines for Assessing the Microbiological Safety of Ready-to-Eat Foods Placed on the Market”, revised HPA Guidance 2010 and Microbiological Criteria for Foodstuffs (EC Regulation 2073/2005). Most of these samples will be of an informal nature but the provisions of the Food Law Code of Practice will be followed when formal samples are required e.g. where a prosecution could result.

### Details of Food Surveys Participated in during 2024/25

Food Survey Details	Total samples	Target	Locations	Results
WFMF Sandwich survey	60 (incl resamples)	Bridgend-10 Cardiff-30 Vale of Glam - 10	Bridgend-10 Cardiff-38 Vale of Glam - 12	51 satisfactory 7 borderline 2 unsatisfactory
WFMF Cooked chicken survey	23	Bridgend-10 Cardiff-30 Vale of Glam - 10	Bridgend- 0 Cardiff-21 Vale of Glam- 2	All results satisfactory- survey stopped early.
WFMF Microgreens survey	24 (incl resamples)	Bridgend-10 Cardiff-30 Vale of Glam - 10	Bridgend -0 Cardiff-18 Vale of Glam 6 (1 business)	21 satisfactory results 3 borderline results from same business

**Sandwich Survey-** Sandwiches, rolls and wraps are sold in many retail premises across Wales and may be pre-packed or prepared on-site. Shelf life specified for such sandwiches can vary depending on the producer. There is the possibility that if the products are not stored correctly during transport

or at the store, then the levels of microorganisms may increase during the shelf life to unsatisfactory levels. This survey identified that 3.3% of sandwiches sampled were unsatisfactory which was slightly less than the 4% of samples identified to be unsatisfactory across Wales in the WFMF Survey of 2019.



If borderline or unsatisfactory results were obtained from a local producer a partial inspection was completed with appropriate advice being given and the product resampled. If a sandwich was manufactured elsewhere a letter was sent to the manufacturer detailing the results. Resamples were completed to ensure full compliance with microbiological

criteria following advice given.

**Cooked Chicken Survey-** In response to recent findings, of a link from cooked chicken products imported into the UK, to clinical cases of Listeriosis, it was decided to examine other cooked chicken products from both producers and retailers. However, with all results coming back satisfactory the project was suspended early.

**Microgreens Survey-**Microgreens are gaining popularity as a new culinary ingredient. They have a relatively short shelf life of three to five days after harvesting, even in refrigeration. They are typically eaten raw and may be added to salads or used to garnish a wide variety of dishes. Studies to date have demonstrated that the microbial load is higher in microgreens than that of conventional vegetables. This survey was introduced to understand the microbiological quality of microgreens across Wales.

All samples submitted were satisfactory, other than 3 from the same business which were borderline with washed coriander being borderline and unwashed being satisfactory. Due to this anomaly the business did not wish to participate in further sampling.

In addition to the participation in the WFMF surveys detailed above the following samples were undertaken:

**Milk Sampling from vending machines-** routine sampling from a pasteurised milk vending machine in a garden centre in Cardiff returned unsatisfactory results. Liaison with the home authority, of the milk producer in the provision of advice on routine maintenance, cleaning and temperature control over several months finally returned satisfactory results.

### **Food Standards Sampling**

In relation to Food Standards, SRS carried out several surveys during 2024/25 which are highlighted in Section 6.1.2 of this Plan.

### **Feed Safety**

No feed sampling programme was undertaken during 2024/25.

## 6.1.8 Control and investigation of outbreaks and food related infectious disease

The table below illustrates the incidence of common pathogens potentially linked to the consumption of contaminated food or water which have caused illness across SRS region in 2024/25. More detailed information can be found in the Communicable Disease and Health Protection Service Plan 2025/26.

	Bridgend	Cardiff	Vale of Glamorgan	Total
<b>Bacillus Cereus</b>	1	0	0	1
<b>Campylobacter</b>	255	649	232	1136
<b>Clostridium perfringens</b>	0	1	0	1
<b>Cryptosporidium</b>	27	65	24	116
<b>E.coli non-O157</b>	16	57	24	97
<b>E.coli O157</b>	4	4	0	8
<b>Giardia</b>	19	57	17	93
<b>Hepatitis A</b>	0	7	1	8
<b>Hepatitis E</b>	3	4	2	9
<b>Norovirus</b>	126	291	144	561
<b>Salmonella</b>	32	68	22	122
<b>Sapovirus</b>	0	1	0	1
<b>Shigella</b>	2	17	5	24

In addition, there were two notable outbreaks attributed to consumption of food and one potential outbreak for which a source was not identified. These were:

### Raw milk Sales in Bridgend



In August 2024 four cases of STEC E. coli O145 were identified with three being genomically linked across different households, and one probable case from the same household as case #1. All cases were linked to the consumption of raw milk from a Bridgend-based producer, sold at a Cardiff farmers market and via an on-farm vending machine.

A multi-agency Incident Management Team was formed to investigate and respond to the situation and ensure that adequate controls were in place to prevent the onward spread of infection.

Visits were conducted to both the farmers market and farm where the raw milk was sold. Concerns were identified with elements of the dairy hygiene process, personal hygiene arrangements, and measures in place to effectively mitigate the risk of cross-contamination. The Dairy Inspectorate took formal samples; one tested positive for the same E. coli strain found in the human cases.

To eliminate risks to public health, all raw milk sales were suspended with immediate effect until investigations had identified the root cause of the contamination, improvements had been secured, and 3 consecutive negative STEC samples had been obtained.

## Food Festival Cardiff



In September 2024, the Service became aware of 7 people reporting symptoms of gastroenteritis after visiting a food festival in the Cardiff area, some living within the SRS region whilst others resided in Newport, Caerphilly and Merthyr Tydfil. All cases reported eating cooked pork products from the same vendor, and an onset of symptoms with approximately 12 hours of eating the food. The Service was able to obtain faecal specimens from 4 of the cases, 3 of which subsequently tested positive for *Clostridium perfringens*.

Further investigation and product sampling confirmed the presence of *Clostridium perfringens* in 2 pork joints that had been frozen down after the food festival, with 1 sample being categorised as 'unsatisfactory for human consumption' and potentially injurious to health. Consideration of all evidence gathered enabled SRS to secure all necessary improvements to protect public health and issue the Food Business Operator with a formal departmental warning.

## Linked *Cryptosporidium* Cases in a Cardiff School

A school outbreak in November 2024 centred around 4 teaching staff testing positive for *Cryptosporidium parvum*, all with identical profiles suggesting exposure to a common source of infection. The only common link between all cases was the consumption of food from the school canteen, including salad items and meals prepared from fresh ingredients. The only unusual event that occurred during the incubation period of all 3 cases was the kitchen dishwasher not working, resulting in staff having to use disposable plates on that day. Whether this event was a contributory factor could not, however, be substantiated.

## 6.1.9 Feed/Food Safety Incidents

There were 3 food alerts received last year from the Food Standards Agency in relation to food hygiene:

### **Listeria monocytogenes in sandwiches and wraps**



In 2024, several *Listeria monocytogenes* (LM) food poisoning outbreaks including a few deaths were linked to the consumption of pre-packaged sandwiches in the UK. These outbreaks prompted recalls of various chilled and ready-to-eat sandwiches due to the presence of the bacteria. This required engagement with the affected businesses to ensure that the products were removed from sale from the relevant businesses.

### **Listeria monocytogenes in frozen desserts**

Investigations of a cluster of five cases of the food poisoning organism *Listeria monocytogenes* (LM) who reportedly had underlying / immunocompromising health conditions were commenced in January 2025, led by the United Kingdom Health Security Agency (UKHSA) with 4 cases reported in England and 1 in Wales. *Listeria Monocytogenes* was detected in two food isolates which matched

the profile of the cases by whole genome sequencing. The food isolates were in desserts supplied by the same manufacturing establishment.

Levels of LM in the frozen desserts with a two-year shelf life were low and below the upper thresholds outlined in microbiological regulations for Ready-to-Eat foods. However, the FSA advised a precautionary food safety approach to reduce potential risks to consumers who are at higher risk of developing more severe illness (over 65 years of age, pregnant women babies less than one month old and people with weakened immune systems) and requested the removal of all products from service to patients/consumers at hospitals and other health care settings to be placed in quarantine until further information was made available.

The service contacted all hospital settings, private health care, hospices and care homes to ensure that the product was withdrawn from service. During this process it was established that the product was often supplied to schools and the Catering Services of each local authority made the decision to remove the products from service in these setting areas also due to the potential vulnerability of some pupils.

On Wednesday 2 April the FSA advised that the producer had decided to instigate a withdrawal of any remaining UK-manufactured stock being held in wholesaler freezers and to arrange collection of goods for their disposal. In addition, they had requested that any NHS hospital or other healthcare settings (i.e. private hospitals and elderly care homes) that treat any high-risk groups dispose of stock at their location.



#### **Suspected presence of E coli STEC in cheese from France**

The FSA identified that a delicatessen in the Cardiff area had been supplied with a raw milk cheese that had been linked to eleven people sickened in a severe Shiga toxin-producing E. coli (STEC) outbreak in France. Action was taken to ensure that any affected product was taken off sale.

**There were no Feed Alerts during the year.**

### **6.1.10 Liaison with other organisations**

Liaison with other organisations remains a constant theme of the work of SRS. The list at 3.8 represents all those organisations that the service liaised with during 2023/24.

### **6.1.11 Food and Feed Safety Promotion**

Promoting a positive food safety culture is undertaken through a variety of channels, many of which are directly linked to providing advice to business. See 6.1.6 above.

## 6.2 Identification of any variation from the Service Plan

The mechanisms in place to review performance enable remedial action to be put in place should any shortfalls against targets or plans occur during the year. Consideration will be given to the various factors that may contribute to any shortfalls and whether additional resources, re-allocation of staff resources or re-prioritisation of workload is required to resolve any problems. Any issues that may not have been resolved at the end of the year will be included in the Service Plan for the following year.

Performance against the Food and Feed Law Service Plan 2024/25 has been outlined in detail above. It was recognised at the time of plan adoption that there would be difficulties in delivering the full requirements of the Food Law Code of Practice. This was due to insufficient resources and a backlog of inspections that had accumulated. To address this, the Food service has invested in the use of contractors. This has resulted in the high-risk inspection programme being completed, and excellent progress being made to clear the backlog of new business registration inspections. However, it is recognised that the use of contractors will continue to be required to maintain and improve on this level of performance due to the shortfall in the required number of staff for the service.

The FSA audit report from February 2025 identified that the biggest risk to the service was the variance in meeting the Food Standards interventions in accordance with the Food Law Code of Practice in relation to the low risked business and those having missed an intervention due to a historical database issue. Swift action was taken to prioritise this work area, including the employment of a contractor. Progress continues to be made to improve performance in this area and will be facilitated by a development programme to ensure that all food hygiene officers can complete food standards to add to the resource available.

To maximise the use of limited resources the Service continues to explore ways of becoming more efficient. This includes:

- enabling officers to utilise the variety of official controls available to address required food hygiene interventions in accordance with the Food Law Code of Practice; such as verification visits for broadly compliant C rated businesses, alternating a full inspection with an information gathering visit to D rated businesses and use of alternative enforcement questionnaire for E rated businesses.
- Reduction of paperwork required to be completed by leaving a confirmation of intervention sheet with a business that is to be awarded a food hygiene rating of 4 or 5 rather than drafting a full inspection report.
- The use of tablet devices to reduce the amount of paper handling and scanning required.
- Training of Food Hygiene officers to complete food standards inspections

## 6.3 Areas for improvement

As a result of a review of the service, the following opportunities for development are identified for 2025/26.

### Food Safety

- Continue to implement and enforce the statutory Food Hygiene Rating System at all visits carried out by the Food and Port Health Teams and initiate projects to ensure appropriate display of ratings.
- Review and revise the SRS authorisation procedure to fully reflect the new competency requirements as prescribed by the food standards agency.
- Continue engaging with business and communicating food safety messages, including the re-introduction of the newsletter.
- Promote the uptake of paid for advice and training by businesses to improve their hygiene ratings.
- Engage with local businesses to promote and secure additional Primary Authority relationships.
- Introduce the use of tablets for all interventions
- Appoint regulatory compliance apprentices to assist in meeting retention and recruitment challenges
- Engage with the relevant organisations to ensure adequate resources are available to monitor and control proposed food imports entering Cardiff Airport.
- Ensure the agreed action plan for the FSA audit in February 2025 is met.

### Food Standards

- Ensure all unverified premises are contacted and risk assessed as appropriate in readiness for incorporation into a new food standards programme
- Prioritise the development of Food Hygiene officers in undertaking food standards inspections in accordance with new working arrangements.
- Ensure database is up to date and accurate.
- Appoint a regulatory compliance apprentice to assist in meeting retention and recruitment challenges
- Ensure the agreed action plan for the FSA audit completed in February 2025 is met.

### Feed Hygiene

- Ensure all unverified premises are contacted and risk assessed as appropriate.
- Prioritise newly registered feed businesses for inspection.
- Increase the number of qualified and/or competent feed officers through training and monitoring to ensure resilience within the Service.
- Ensure the qualification and appointment of a lead feed officer within the Service

## Appendices

- A. Food Safety Sampling Plan
- B. Food Standards Sampling Plan
- C. Corporate Priorities of partner authorities
- D. SRS vision, priorities and outcomes

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# Appendix A - Food Safety Sampling Plan 2025/26

Food Safety Sampling Plan 2025/26						
Survey	Survey no. if applicable	Timeframe including days	Target Number of premises in total	Number, to be submitted at one time	Analysis required	Team
Welsh Food Microbiological Forum Targeted Survey 2025 Fresh fruit and vegetables		July – January Mon - Wed	30 Cardiff, 10 Vale and 10 Bridgend	Approx 6 per day	<i>Enumeration</i> - E.coli, Coagulase positive staphylococcus, <i>Listeria monocytogenes</i> and other <i>Listeria</i> spp. <i>Detection</i> - Salmonella	Health and Public Protection
Welsh Food Microbiological Forum Shopping Basket No 16 2025		July- March Mon - Wed	30 Cardiff, 10 Vale and 10 Bridgend	Approx 6 per day	<i>Enumeration</i> - Aerobic colony count, Enterobacteriaceae , E.coli, coagulase positive staph, Bacillus cereus and species. <i>Listeria</i> spp. <i>Detection</i> - Salmonella	Health and Public Protection
Milk vending machines		September – March Mon - Wed	6 locations i.e. 1 Cardiff, 2 Bridgend, 3 VoG	Approx 6 per day	Aerobic colony count, E.coli, <i>Listeria monocytogenes</i> and other <i>Listeria</i> spp, Enterobacteriaceae , Bacillus cereus and other Bacillus spp., Clostridium perfringens	Health and Public Protection
Port Health Waters Shoreside		August –March Mon - Wed	6 locations	Approx 6 per day	E. coli, Enterococci, Coliforms, Aerobic Colony Count	Health and Public Protection

## Appendix B - Food Standards Sampling Plan 2025-2026

Q	Food Matrix	Analysis	Target Number	Cost per sample (excl vat)	Total Cost (excl vat)
1 – 4  Q1	Complaint samples  Follow up formal sampling  Referrals from Food Safety Team  Glamorgan Group – Tomatoes and peppers	Allergens/ Speciation/ Labelling  Allergens/ Speciation/ Labelling  Allergens/ Speciation/ Labelling  Heavy Metal contamination	Variable          10	Variable	£20,000          (4 x £5,000)
2	Glamorgan Group  Burgers/ Sausages - Butchers	QUID declaration	6	FSA funded	TBC
3	Glamorgan Group Alcoholic Drinks – Operation Mistletoe	Allergens in cocktails (egg/milk) through cross contact	10		TBC
4	SRS follow up survey- loose spices Glamorgan Group – OPSON Kebabs/pizza toppings	Presence of Peanut and Aflatoxins  Speciation	10		TBC

# Appendix C

## Corporate priorities and outcomes of partner Councils

### Bridgend County Borough Council

#### Priorities

#### Outcomes/Aims



- A County Borough where we protect our most vulnerable
  - A County Borough with fair work, skilled, high-quality jobs and thriving towns
  - A County Borough with thriving valleys communities
  - A County Borough where we help people meet their potential
  - A County Borough where people feel valued, heard and part of their community
  - A County Borough where people feel valued, heard and part of their community
  - A County Borough where we support people to live healthy and happy lives.
- Protect our most vulnerable
  - Fair work, skilled , jobs and thriving towns
  - Creating thriving valleys communities
  - Helping people meet their potential
  - Responding to the climate and nature emergency
  - Making people feel valued, heard and part of their community
  - Supporting people to be healthy and happy.

### City of Cardiff Council

#### Priorities

#### Outcomes/Aims



- Cardiff is a great place to grow up
  - Cardiff is a great place to grow older
  - Supporting people out of poverty
  - Safe, confident and empowered communities
  - A Capital City that works for Wales
  - One Planet Cardiff
  - Modernising and integrating our public services
- Cardiff is a great place to grow up
  - Cardiff is a great place to grow older
  - Supporting people out of poverty
  - Safe, confident and empowered communities
  - A Capital City that works for Wales
  - One Planet Cardiff
  - Modernising and integrating our public services

### Vale of Glamorgan Council

#### Priorities

#### Outcomes/Aims




- Creating great places to live, work and visit
  - Respecting and celebrating the environment
  - Giving everyone a good start in life.
  - Supporting and protecting those who need us.
  - Being the best Council we can be.
- Creating great places to live, work and visit
  - Respecting and celebrating the environment
  - Giving everyone a good start in life.
  - Supporting and protecting those who need us.
  - Being the best Council we can be.


# Appendix


## SRS vision, priorities and outcomes


*To be the leading provider of regulatory services that safeguard the health, safety and economic wellbeing of the region*


### Improving health and wellbeing


 The food chain is safe and free from risks


 Risks in the workplace are managed properly

 Noise and air emissions are controlled


 A safe trading environment is maintained


 Licensed premises operate responsibly


 The quality of private rented property is improved


 Infectious disease is controlled and prevented

### Protecting the environment


 The environment is protected from harmful emissions to land, air and water


 People will use energy efficient buildings and products


 Communities are protected from nuisance and are safer


 Animals are treated humanely


### Safeguarding the vulnerable

 Children are protected from harmful substances and products


 Older and vulnerable people are protected from rogue traders and scams


 Illegal money lending activities are prevented


 Taxi provision is safe and fair


 Vulnerable people are not subject to exploitation, slavery or trafficking

### Supporting the local economy


 A fair trading environment is maintained


 Informed and confident consumers


 Improved business practices and operation


 Accessible services responsive to business needs

### Maximising the use of resources

 SRS operates effectively and efficiently across all 3 areas

 Public and stakeholders can access our services

 Income generation underpins sustainable service delivery

 Staff are effective in their roles

### Delivering our priorities

Understanding the needs of our customers and placing their needs at the heart of the services we deliver;  
 Developing a flexible and agile workforce that is responsive to change and that have the right skills to deliver quality services that meet the needs of our customers and local communities;  
 Maximising internal efficiencies to enhance service quality;  
 Exploring opportunities to innovate and develop;  
 Working together to future proof the service to meet financial challenges and future demands.