

Version 11 November 2014	Business Profile					Resources	Surveillance Activity					Complaints					Enforcement Activity					Business Inspection Outcome			Scores on Doors								
	Number of fixed premises			Number of temporary and mobile premises			Premises	Number of primary inspections		Revisits																							
	High (H) risk      Medium (M) risk      Low risk			Temporary premises	Mobile premises		Number authorised officers      Number FTE authorised officers	Number High & Medium risk fixed premises inspected	Fxed premises	Temporariy premises	Mobile premises	Number fixed premises requiring re-inspection	Number fixed premises requiring additional re-inspection/s	Hygiene & handling	Foreign matter	Food quality/ deterioration	Labelling & advertising	Alleged single-incident foodborne illness	Other	Number warnings issued	Number improvement notices issued	Number penalty notices issued to High risk fixed premises	Number penalty notices issued to Medium risk fixed premises	Number seizure notices issued	Number prohibition orders served	Number premises with no/small number issues at primary inspn	Number premises with multiple issues & no enforcement at primary inspection	Number premises with critical failures at primary inspection	Participating in Scores on Doors (SoD)	Number 5 star SoD ratings determined	Number 4 star SoD ratings determined	Number 3 star SoD ratings determined	Number 'no star' SoD ratings determined
Council name																																	
Wollongong City Council	953	49	51			7	4	1002	1811		54	248	40	18	11	27	4	9	13	348	13	9		0	0								

<b>ID</b>	<b>Council name</b>
120	Berrigan Shire Council

121      Dubbo City Council

123      Ku-ring-gai Council  
125      Cootamundra Shire Council  
127      Jerilderie Shire Council  
128      Coonamble Shire Council  
129      Wentworth Shire Council  
132      Guyra Shire Council  
134      Wakool Council

138      Bogan Shire Council  
140      Armidale Dumaresq Council  
141      Carrathool Shire Council

142      Uralla Council  
143      Lockhart Shire Council

144      Leeton Shire Council

145      Deniliquin Council

146	Gwydir Shire Council
147	Warrumbungle Shire Council
150	Clarence Valley Council
154	Junee Shire Council
155	Broken Hill City Council
156	Junee Shire Council
157	Blayney Shire Council
158	Murray Shire Council
159	The Hills Shire Council
162	North Sydney Council
163	Glen Innes Severn Council
165	Greater Hume Shire Council
166	Hurstville City Council
168	Manly Council
169	Parramatta City Council
171	Bourke Shire Council
173	Lithgow City Council
174	Wagga Wagga City Council

176	Albury City Council
177	Shellharbour City Council

180	Camden Council
181	Tumbarumba Shire Council
182	Coolamon Shire Council
183	Ashfield Council
186	Wellington Council
187	Boorowa Council
189	Blacktown City Council

190	Willoughby City Council
194	Lake Macquarie City Council

195 Queanbeyaan City Council  
199 Greater Taree City Council

200 Wollondilly Shire Council

201 Leichhardt Council

202 Narromine Shire Council

203 Hornsby Shire Council

204 Wyong Shire Council

207 Bellingen Shire Council

213 Tweed Shire Council  
214 Dungog Shire Council  
216 Harden Shire Council

225 Nambucca Shire Council

226 Gosford City Council

229	Auburn Council
230	Griffith City Council
231	Lane Cove Council
232	Goulburn Mulwaree Coui
233	Burwood Council
235	Pittwater Council
236	Blue Mountains City Cou
238	Parkes Shire Council
240	Kiama Municipal Council
241	Woollahra Municipal Cou
242	Brewarrina Shire Council

246 Warren Shire Council

248 Randwick City Council

249 Kogarah Council

252 City of Canada Bay Council

256 Moree Plains Shire Council

257 Cobar Shire Council

258 Cooma-Monaro Shire Council

259 Oberon Council

260 Bathurst Regional Council

261 Kempsey Shire Council

263 Botany Bay City Council

265 Central Darling Shire Council

267 Canterbury Council

268 Muswellbrook Council

269 Ballina Shire Council

273 Bankstown City Council

276 Cowra Shire Council

278 Singleton Council

281 Port Stephens Council

282 Mid Western Regional Council

284 Snowy River Shire Council

285 Department of Premier &  
286 Bega Valley Shire Council  
287 Waverley Council  
288 Cessnock City Council  
289 Cabonne City Council

290 Marrickville Council  
291 Balranald Shire Council  
295 Weddin Shire Council  
296 Wollongong City Council



297	Lachlan Shire Council
298	Narrandera Shire Council
301	Mosman Municipal Council
303	Tenterfield Shire Council
305	Newcastle City Council
308	Eurobodalla Shire Council
310	City of Sydney Council
311	Great Lakes Council
312	Holroyd City Council
313	Hay Shire Council
314	Maitland City Council

315	Ryde City Council
321	Coffs Harbour City Council
323	Liverpool City Council
324	Narrabri Shire Council
325	Fairfield City Council
332	Gloucester Shire Council
333	Campbelltown City Council
334	Palerang Council

335 Penrith City Council  
336 Inverell Shire Council

337 Orange City Council

339 Young Shire Council  
340 Bland Shire Council

342 Yass Valley Council

343 Tamworth Regional Council

345 Gunnedah Shire Council  
346 Gilgandra Shire Council

347	Liverpool Plains Shire Council
350	Richmond Valley Council
351	Fairfield City Council
352	Kiama Municipal Council
353	Shoalhaven City Council
355	Hunter Hill Council
356	Temora Shire Council
357	Holroyd City Council
358	Conargo Shire Council
360	Walcha Council
361	Lismore Council
364	Warringah Council
365	Hawkesbury City Council
366	Wingecarribee Shire Council
367	Upper Lachlan Shire Council
370	Rockdale City Council
371	Byron Shire Council
372	Walgett Shire Council
373	Sutherland Shire Council
374	Kyogle Council
375	Bombala local government
376	Unincorporated Area / NSW
377	Murrumbidgee Shire Council
378	Port Macquarie-Hastings

379	Upper Hunter Shire Cour
380	Forbes Shire Council
381	Strathfield Municipal Cou
383	Corowa Shire Council
384	Lord Howe Island Board
393	Tumut Shire Council

## Comments

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No comments

Questions 32 to 34. Dubbo City Council was not given any prior advice of the data required for these questions and therefore we are unable to provide any data. The number of staff used throughout the inspection period of 2013-2014 has made it difficult to determine estimations for those questions. The computer system (Authority) that Council uses does not have the capability to capture the data requested in Question 32 to 34. The Food Authority need to provide at least 12 months warning of the data they need Councils to capture, this will permit Councils to adjust their systems to capture accurate information/data.

Dubbo City Council is using the standard FPAR form however we are not calculating scores, as we were under the understanding that this was a voluntary system.

Question 19 Other complaints. This number has risen from 9 (2012-13) to 45 (2013-14) the rise has occurred due to the increased number of enquiries for home based food businesses in the Local Government Area. In relation to Question 3 Council does not keep a record of number and type of premises as defined. These were previously defined as P4 incident only premises not requiring inspection.

In relation to Questions 4,5,6,9,10 Council does not keep a record of number or inspections in relation to temporary/mobile food premises.

In relation to Question 20 Council has only provided information in relation to the number of formal warning letters issued as the number of warnings written on food inspection reports was not recorded. Note: The figure of 56 as provided is likely to be an under representation of the total number of warnings given.

In relation to Questions 32,33 and 34 Council does not currently keep an electronic record of scoring results for each premises.

Please note: The NSW Food Authority did not inform Council of the need to record the above information for the purpose of this reporting period.

Council did collect information in relation to fast choices and childcare centres as it was understood that this information was required by the Authority for this reporting period. This information is available if needed.

No issues this year. Council employed a contractor to do initial round of inspections. Scores on doors seems to pJerilderie Shire Council contracted the food inspection during the reporting period to Griffith City Council.

No Comments

It would benefit LG if an automated notification were sent to Council for any changes (new premises Temporary 0

none

Warning letters issued are mainly for minor issues (19). Any questions regarding this submission please contact myself on 68359000 or [chez.morison@bogan.nsw.gov.au](mailto:chez.morison@bogan.nsw.gov.au)

Data for Q32 was not recorded for the 2013-2014 financial year

Nil

The Powers of Authorised Officers needs to extend to landlords / Owners of food shop premises. Many business are being held to accountability of failing infrasturcture because the landlords / owners are not fixing issues with there premises that must comply to Australian Standards 3.2.2 or 3.2.3.

The risk catagories of the High, Medium and Low need to be clearer in definition. The Uralla Shire believe that we have close to all high risk business in the colder months of the year with food warmers and microwave ovens being used to reheat or keep foods at temp. The majority of Food Businesses here in the Uralla Shire are small cafe's and fish and chip shops. These types of buisness should not be cassified as High risk. Inspections were sub-contracted out to Building & Environmental Services Today (BEST), and conducted by - Two premises inspected during first round in November 2013 have since been closed prior to 2nd round in June 2014 - Question 4 unanswered due to insufficient information. COuncil currently is unaware of the number. Note Q32 - Q34 does not include temporary food stalls. Of these 7 had minor administartive matters and 3 had multiple issues but no enforcement action required.

With our proximity to Victoria and the nature of our large events such as the Deni Ute Muster and Deni Blues & Roots Festival we have traders coming from interstate that do not have a NSW Food Safety Supervisor. They generally are able to show they have the qualifications outlined and / or are registered with the Victorian "Street Trader" system. These people are return traders for these events and we are working with organisers and the traders to get all traders with a NSW Food Safety Supervisor Certificate.

I have raised this matter at the Regional Food Group meeting and it is a matter other Council Officers have also raised. The general consensus at the Regional Food Group (meeting at Culcairn attended by Ben Lees) was

We have completed all of our annual food premises inspections and are going to 4 critical food safety failures are still being followed up. Possible improvement notice or other enforcement action will depend on proprietors actions & premise condition upon reinspection. Each year it becomes more and more difficult to extract the answers required for this report - the report has expanded from 1 page to 8 this year! I think it is unfair to ask more and more questions each year as we are struggling to extract the basic data from our systems in a timely manner. The guideline for the reporting questions should be released and stay current for a number of years to ensure that we can set up our corporate Thank you

I commenced with the Broken Hill City Council NSW, from interstate, in October 2013. I am still sorting out the High risk from Medium Risk premises in town, and which businesses have changed activities and/or closed. I will also need to fine tune the data collection throughout the year to make the reporting process easier. Why does the GM need to approve submission of report when delegations in place?

Several food businesses that have had warning notices issued require follow-up inspections to assess compliance.

The Council presently has not been registering food businesses as required under S100 of the Food Act, a Nil

Please advise Councils of the intended reporting criteria at least 12 months prior to the end of the reporting period to allow the required changes to data collections.

- In addition to the 749 primary inspections of all of our high and medium risk food shops, I have included in the total number of primary inspections conducted the figures for pre opening inspections and some complaint investigations.

- We don't keep the stats at this time to enable us to answer questions 32 to 34.

- Question 13 - 374 premises required reinspection. We have the stats on the total number of additional reinspections but to break them down per premises would be too time consuming at this late stage. Also it should be noted that additional reinspections are not necessarily for the same item/s that were originally identified the first time round.

Question 4 - 93 temporary food stalls were inspected This does not necessarily equate to the total number of temporary food stalls that operated in our Council area. We aim to get to all markets once per year but the number of stalls at the markets can change on a month to month basis. 93 were inspected but the total number Food premises across the LGA continue to show a steady improvement in food Handling Controls, Health & Hygiene and Premises maintenance. Greater evidence of pest activity (rodents) was found, with many operators reporting issues with rodents this year. Likely due to greater numbers moving in due to the long and warm autumn. A greater number of Improvement Notices were issued this year compared to Warning Letters. This is reflecting our escalating level of enforcement, whereby premises receiving a Warning Letter last year, automatically received an Improvement Notice this year if issues of any risk level were found, not just critical risk failures. In the coming year, premises with ongoing issues may receive higher level enforcement, such as Penalty Notices, if efforts to improve are not demonstrated. On the whole, a majority of premises were either Q4 includes most food premises at Henty Machinery Field Days (agriculture expo of approx. 60,000 visitors). Endeavours will be made throughout this years inspections to more accurately reflect the new questions data required for the 2014-2015 report (assuming the questions are the same or similar).

Question 32-34

Hurstville City Council commenced using FPAR in May 2014. Prior to May 2014, an in-house inspection report was used. The in-house inspection report provided a "pass" or "fail" reporting system as appose to scores provided in FPAR.

As it is not compulsory or legislative rquirment that Council uses FPAR scoring system, no data has been collected to provide answers to question 32-34.

Other high risk problems we encountered in two food premises related to pets in kitchens. Both owners made assurances of initiating immediate interim controls to prevent pets accessing the kitchen. We also verbally instructed and reached agreement with both owners to install self-closing doors as a permanent engineered control and verbally gave them 4 weeks' notice to comply. We will be making reinspections next month to No further comment

Generally most food shops complied, had one meat seizure at a local supermarket

3 warning letters issued, 3 complaints investigated including one foreign matter.

For activity submission P2 is classified as medium risk however Wagga Wagga City Council all P2 ratings are also considered high risk and require at least one programmed inspection per year. Questions 32 and 33 are approximate figures, more accurate data will be collated in the next financial year. This submission has

Council's Team Leader Compliance, Mr John Mulvey contacted Sandy Goh from the NSW Food Authority to advise that AlburyCity's recording and reporting systems for its food inspection program have been designed to accommodate the previous reporting structure of the NSW Food Authority and the relevant legislation.

The new reporting documentation appears to reflect the "Scores on Doors" system which is considered a strong movement away from the previous reporting requirements. Despite the officers not being aware of the new reporting format and in an attempt to respond to the new questions and reporting statistics required by the Food Authority for the 2013/14 annual report, additional time and resources were required to manually review Every effort was made to inspect a number of food premises that only open seasonally or sporadically, however due to unavailability, access or inspection could not be coordinated.  
additional questions within the draft Food Activity Report for 2013/2014.

Council is not aware that these inclusions were discussed with councils prior to the last State Liaison Group meeting and it appears that the changes have simply been made by the Authority and included in the current Activity Report.

Questions answered in this 2013 /2014 Activity Report have been answered based upon the agreed definitions of "Risk" as given in previous reporting.

You are advised that to date Camden Council has not agreed to participate in the "Scores on Doors" Scheme as there are no legislative provisions that protect Council applying the Scheme. Accordingly, as at present Scores on Doors is not mandatory it should not be included in the reporting regime. It is the opinion of Council that the inclusion of the "Scores on Doors" reporting may be detrimental to those councils who are not participating in the scheme.

Question 32 to 34 within the Food Activity Report requires Council to categorize the number of premises with no, or minor, non-conformances to critical issues at primary inspection. These questions are not part of the reporting protocol and therefore have not been answered in Council's 2013/2014 data collection program. You are advised that these have been included in the report by the Authority without reasonable prior notice to Council or consultation and no such data has been collected or collated for the reporting period.

Please ensure that any proposed changes to the 2014/2015 Food Activity Report are provided to Council no later than 31 July 2014 to enable new data collection and reporting tools required to address the proposed changes are established at the outset of the reporting period not at the end.

Further, in addition to the above, you are advised that there have been other recent changes or advice introduced (without consultation) by the Authority that appear to contravene provisions of the Food Act 2003, Food Standards Code and the Food Authority's Guidelines. These changes affect Council's enforcement roles to effectively and consistently apply legislative standards. Recent examples of changes made or advice issued by the Food Authority include:

- Self-service of certain food items in Coles Supermarket,

The remaining 6 businesses have been identified and inspections will be carried out prior to the end of August  
Nil

Q4 We have 4 food events three of which are more show cases for our fixed businesses. So no extra inspections are undertaken for this event. The Carnival of Coulture is an event but no official inspections are  
N/A

No comments, thank you

high, medium and low risk rating is based on the ANZFA classification ratings of p1, p2, p3 and p4

Advice regarding Questions due to data not captured during reporting period: Q1&2 - Answers provided under ANZFA classification 'P' as per Food Regulation Partnership - Pathway to Partnership Q3 - Answer provided under ANZFA classification 'P4' as per Food Regulation Partnership - Pathway to Partnership. P4 premises are incident only. These types of premises are not included in Council's inspection programme. Q9 - Council did not capture data during reporting period. Q22 & Q23 - Data compiled from this report's classification High/medium Q32- Q34. We received no communication from the NSW Food Authority that these particular fields will be required and as such our Council for the 2013/14 Financial year is unable to provide this data.



Additional inspections not included in annual activity submission include pre-purchase and (DA) pre-opening inspections. Council works with proprietors by providing info and advice on shop design, construction, and fit-out. Council has a bi-annual newsletter. Council engages the services of translators (where necessary) when engaging with proprietors of non-English speaking background. 2x PINs from the 13/14 financial year have Participated in the soft serve sampling pilot.

Risk categories based on P ratings

Guestimation for q 32 -33

We do not have a register for temporary food premises therefore the number operating in the LGA is unknown. Q20: LMC do not issue warning letters however business owners are advised of any non-compliances through electronic inspection reports and they are followed up accordingly. Q32-34: LMC are unable to extract this data due to; 1) Advised at the end of the reporting period to provide this data 2) Did not record this data during the reporting period 3) Licensing module and inspection report had not been set up to record this information 4) Not One food premises was unable to be inspected as it was never open when Council tried to inspect, including after hours. Council also wrote to the business requested an inspection be conducted and never received a response. Council also tried ringing the business however every time the phone just rang out, no answer machine or message bank was available for Council to leave a message. The business is thought to have In addition to three primary inspections conducted for mobile premises, Council received three inspection reports from Blacktown Council for three mobile food vans operating in Hornsby Shire. (Q9)

In addition to 452 warnings issued, Council issued 28 follow up improvement notice letters. (Q20) Any changes to the information or statistics that are required to be supplied by Council in the annual activity submission should be advised to Council with sufficient time to allow for these alterations/changes to be made to the Council's data recording systems. It is suggested that at least 15 months notification is required to enable changes to be made to the data recording systems. This amount of time will allow for a full 12 months to be N.B 1 - Temporary / Mobile Vendors: The figure quoted for Qu.4 & Qu.5 are estimates only. The Event Coordinators of the various markets operating in the Bellingen LGA were contacted & provided an estimate of the number of local food vendors that had stalls operating at their markets. The Event Coordinators indicated that these vendors have their relevant licenses & approvals. Bellingen Council does not presently have a Register of Temporary & Mobile Food Vendors operating in the LGA area, however is looking at assembling one as a matter of priority in the 2014/15 financial year. N.B 2. - 16 "Fixed" Food premises did not have a staff member with a NSW Food Authority formal 'Food Safety Supervisor (FSS)' Certificate. Information Q4: Tweed does not currently collect this data. This will be reviewed for next annual report. Q13: Tweed's current data base does not collect this information. Review required for next annual report. Q32,33,34: Tweed does not currently use the FPAR and the Tweed's current data base does not currently collect this information. Review required for next annual report. Please note where a review is required, Tweed will endeavour to No further comments

All inspection undertaken annually, no breaches found at any premises

Council achieved almost a 100% inspection rate this year, albeit the balance required is currently being completed in July 2014, and will appear in next year's annual return.

Where field is blank information was not captured due to Councils current recording procedure or was unable to be retrieved. Shannon McKiernan, the supervisor responsible for previous reports and information correlation has resigned making information retrieval difficult. Infringement notices are down on previous years as Gosford council over the past 12 reporting months has placed an emphasis on education rather than enforcement. Council has run a number of food safety seminars both of a general type and for specific industries for example school canteen operators. Council has also run a food waste minimisation programme targeted within a specific area where food waste storage and generation is a problem. As previously stated food surveillance officers have taken additional time during the inspection process to bring a value added component to various

Question 3: The number provided represents those currently on councils Database that were inspected. This does not include all low risk premises such as news agents, video stores etc that sell packaged food only.

Question 4: Number provided includes all outlets that operated and were inspected within the LGA during the reporting period. This number includes temporary outlets that operated at repeat / multiple events as additional outlets.

Question 5 : This number reflects the number of mobile operators that are either registered with Council or are known to be operating within the LGA from Private property. Council generally does not provide approval under section 68 of the local government Act for mobile vendors operating from a public place (other than during temporary events)

Question 9: 0 Inspections recorded as mobile vendors that were inspected have been captured as temporary outlets at events or inspected by neighbouring Councils under the home base jurisdiction.

Question 20: Number provided has been based on number of primary inspection provided with an inspection report (not including those that received a notice) plus formal warning letter.

Question 32 -35: This information was not previously required by the Authority. As council was not aware that this information was required the data was not captured in councils reporting/records system. Council is not in a position to provide this information at this time. Councils data base and electronic inspection system will be amended to capture this data (where possible) to enable this data to be provided in next years report.

Following on from question 13:

- 15 food businesses required "additional re-inspections". 42 additional re-inspections were carried out.

- Temporary Events: 37 additional re-inspections were carried out.

Lane Cove Council is unable to provide answers to the non compulsory questions 32-34 due to the lack of prior warning that this information would be required as Council has been unable to capture this data.

Lane Cove Council experienced a change in its Environmental Health staff towards the end of this reporting period and also left council without a EHO for a period of 8 weeks. This resulted in a significant number of its food shops having their primary inspections in the last few weeks of the reporting period. Although all primary inspections were completed many of the required follow up inspections required as a result of these inspections Easy to use

Burwood Council does not use the Food Authority FPAR. However, Council is introducing the scores on doors program in the Burwood LGA and will commence using the FPAR that will assist in annual reporting. Some difficulty has been experienced during this reporting period due to competing priorities in the work place and Please give 12 months notice to changes in matters that will require reporting in the annual activity submission.

1) Q 32- Q34, relate to the scoring system for "Scores on Doors". Blue Mountains City Council did not participate in the trials / programs for the "Scores on Doors". Therefore our reporting system was not able to capture and provide the data for these questions.

2) In relation to Q11, please be advised that the reporting indicates that we have only completed 94.74% of our program. This is a result of a number of premises that had a "final approval inspection" from Councils Environmental Health Officer, but not a "primary inspection", it also includes some premises that closed prior to the primary inspection being completed.

3) Q20, please be advised because BMCC did not participate in the scores on doors the number of warnings issued is based on "Warning PINS" issued, and not warnings indicated in food assessment reports.

4) Please be advised the contents of this report has been submitted by an officer of Council who has been Data not collected for Q4 & Q5. Unable to provide accurate answer.

Q 9 & Q 10 is one and the same. Distinction between mobile vehicles and temporary food stall not collected. On a quarterly basis Council sends all registered premises a Food news letter.

FPAR are not used. Woollahra Council's long standing Food Premises Inspection Report form is used.

Generally, most of the food premises within the villages are poorly designed to meet with current standards, however, are reasonably clean in appearance and at this stage no complaints have been forthcoming

Although Council always aims to conduct two routine inspections (excluding re-inspections) per premises a year due to staff numbers being down during the later part of 2013

Warren Shire Council could only conduct the minimum 1 round of routine inspections for the 2013-2014 period

Council has already put framework in place to ensure next reporting period it can carry out its preferred two

\*Free Food Handling training

\*Food premises checklist - Produced by Randwick City Council with the assistance of Special Projects Grant funding from the NSW Food Authority

Q4 - Is a guesstimate as there is no means of recording these details.

Q8 - Please note there has been 58 Food Businesses which were inspected and are no longer trading,

Q2. Comparing data from 2013/14 financial year there is a variance in regards to the number of medium risk premises within the LGA. It appears temporary food vendors may have been included in this figure in previous financial years.

Q20. Council's electronic reports enable attachment of photos and inclusion of detailed information. For this reason inspection reports have taken the place of warning letters, hence the high number of warnings issued.

Q32 & Q33. Council is not able to extract data required to answer these questions however will amend current This financial year has been a very busy year for myself and our contractor. I approached Moree TAFE to encourage them to run a FSS course in March which was well received and we have received good feedback. Please contact Council's Manager of Planning & Environmental Services, Stephen Poulter for clarification of the No comments at this time

Oberon Council has had recent and ongoing staffing issues and difficulties with work loads associated to completing inspections of food premises. Oberon Council continues to implement strategies to ensure food inspections are completed, re-inspections are carried out and that support is provided to both the community Q4 Same stall could have been present at different venues on different dates - not able to provide separate data figures.

Q8 Figures include all risk premises and regardless of result of inspection (ie satisfactory or unsatisfactory). Exclude low risk = 307.

Q27 Figure is based on number individual premises NOT number of certificates issued.

The Activity Report appears to change from one year to the next; this makes it difficult to alter and add fields to issues with staffing usual 2nd round inspections not completed, didn't use fpar will do for inspections in current financial year. Computer system set up to rationise P1,P2,P3, AND P4 will need to have premises reclassified In relation to Scores on Doors, Three Star Certificates have not been issued and 'no star' ratings have not been measured. All high and medium risk food premises have been risk assessed.

Re inspection of one business satisfactory

nil

.Mobile and temporary premises ratio estimate only

FSS promotion with food workshop conducted by TAFE, Food safety education kit with Food safety calendar distributed. Basic food safety monitoring calendar available on web with posters. Ecoli swab random test carried

Q4 and Q12. Temporary Food Premises. We have 161 operating, but only 84 are subject to inspection (medium and high risk). Out of the 84, 37 were inspected. It's a hit and miss as they may not always be present when the inspections are carried out.

Q19 Other complaints: undisclosed seafood allergy at restaurant; toilet requiring maintenance, bin odour, dog

Q 32 to 34 have not been completed due to Council not participating in the scores on Doors at the moment.

Council was not notified that we were required to keep stats on these questions, however for the next financial Cowra Shire Council provided food safety education to operators of medium and high risk food businesses.

This was done through a variety of education methods including providing the 2014 food safety calendars and a number of food authority factsheets, along with written and verbal advice regarding non-compliance issues.

Q33 Because the business inspection outcome definitions changed at the end of the reporting period, some warning letters were issued to premises under the multiple definition once the outcome had been reclassified.

Previously all unsatisfactory premises were issued a warning letter. This will be rectified for the following

Unable to provide robust data for questions Q32, Q33 and Q34 as the data is not recorded

Mid-Western Regional Council do not inspect markets (temporary food business) held outside work hours due to resources.

The premises types classifications breakdown recorded in this submission are as per the systems used by SRSC (we have followed the system as outlined within the partnership documentation and set out in Food Standards Australian New Zealand have published a Priority Classification Guide to assist in determining the risk category of a food business.  
[http://www.foodstandards.gov.au/\\_srcfiles/ANZFA\\_1578\\_Info\\_Paper\\_\\_final.pdf](http://www.foodstandards.gov.au/_srcfiles/ANZFA_1578_Info_Paper__final.pdf))

If the examples and classifications laid out in this report document were used instead of the above system then the answers for questions would be changed as follows.

Question one would be 96 premises,  
Question two would be 22 premises,  
Question three would be 0 premises.  
Question twenty two would be 5 and  
Question twenty three would be 0

It is noted that when this issue was raised with NSWFA at time of circulation of the draft report format in June 2014 [very poor timing] that the reply from NSWFA did flag that: "This year we will prioritise consolidating and updating guidance on risk rating, and will roll this out in consultation with councils. It is recognised that this issue will also need to be directly addressed in the examples for the 2014/15 activity report."  
SRSC hopes that this consultation is conducted early in the year and that it also addresses the potential for variability and interpretation within the report so that one of the outcomes of the report is the collection of meaningful data which minimises potential variability due to interpretation.

It is also noted that as a Council that does not use "Scores on Doors" and had not for the full extent of the 2014 reporting year used a numbered FPAR then attempting to break down the questions on Business Inspection Outcomes as set out in question 33 is particularly difficult. Is a reinspection of a premises classified as "enforcement action"? Is enforcement action including both formal and informal?

Within the report there is no capacity for explanation is allowed: e.g.: in SRSC situation a number of premises  
This online submission is very difficult to fill out accurately because it appears to be based on FPAR template - which is not mandatory in NSW.

Q1 - Definition of 'High Risk Food Premise' requires reworking. We included Childcare Facilities in our total. Many premises undertaking High Risk activities are excluded from this definition. For example businesses pasteurising their own eggs & then using it in raw egg aioli.

Annual activity submission subject to an upcoming Council report to Councillors and General manager  
Full details will be provided for the 2015-2016 period

nil

The Business Inspection Outcome questions (Q32, 33 and 34) were non-mandatory for the 2013/2014 reporting year. Marrickville Council collected data for the reporting based on guidance last released by the NSWFA. These questions were not included in the guidance and thus Marrickville Council has opted not to

nil

Nil

Accurate data not available in relation to unanswered questions and Fpar not being used

We had two service stations selling hot dogs, with one of them even selling microwaved chicken wings and potato scallops which involved handling in their preparation. Neither of these premises had kitchen facilities, including hand wash basins for hand washing and double bowl sinks to adequately wash utensils, and in one of them, no adequate preparation bench space. The hot dog warming facilities for both premises looked high risk with inadequate monitoring procedures for stock rotation. We negotiated with both owners to discontinue selling the products until adequate facilities have been installed. Both premises complied with the request initially, but we have since had reports that one of them is back to business. We will be making reinspections of the premises next week in view of issuing fines and confiscating the offending stock and equipment after seeking direction and advice from the food authority as we consider the proprietors actions as being high risk to public health.

Other high risk problems we encountered in two food premises related to pets in kitchens. Both owners made assurances of initiating immediate interim controls to prevent pets accessing the kitchen. We also verbally instructed and reached agreement with both owners to install self-closing doors as a permanent engineered control and verbally gave them 4 weeks' notice to comply. We will be making reinspections next month to ensure that both owners have kept their word, and if not, will issue infringement notices and continue to elevate our response if required.

Two other food businesses operating with high risk activities were businesses that were undertaking staged refurbishments whilst continuing to sell food. In both instances verbal agreements were made on implementing temporary controls to mitigate potential risks, and for one food business, agreement was reached on when the refurbishments will be completed. We will be reinspecting both food businesses next month and will be elevating our actions by issuing infringement notices and ongoing reinspections if compliance is not reached for one business, and for the other, we will be negotiating written assurances for practical completion of works and we will continue monitoring compliance.

The answers for question 27-30 are only from one round of inspections. The FPAR was not used to assess business for the first round of high risk inspections for this reporting period. The business results for the first round were based on a rating system developed by Griffith Council. 18 A-Rated Businesses, 6 B-Rated. Nothing further to add.

High and Medium Risk categorisation fields appear to have changed since the last reporting period due to more descriptive examples within the 2013-14 Activity Report.

Council note that it would be beneficial to have the questions (or a full draft report) available at the beginning of the reporting periods, as opposed to only at the end, to allow Council's to capture relevant data throughout the period. Please note that unable to differentiate between mobile and temporary at events. Q1-3 - We classify high risk premises as P1 & 2, medium as P3, low as P4. Q4 - We have reported on number inspected not number that operated. Q5 - We have reported on number approved and inspected in 2013-14. Q20 - Warnings are not Form goes from Q25 to Q32.

We do not use the SOD FPAR, and thus we do not score as for Q32-34. We do yes an electronic data base but unless we have advance notice of these questions, it would be a laborious task to sort through manually to extract that information.

Therefore I would suggest that a NSWFA database be created to gather the information on a weekly basis. This would also allow each council to have better access to end of year data.

No additional comments to make.

Q20 - this question is not practical to report on. Warning letters only included in nominated number.

Risk categories reported are based on P ratings.

Data not recorded for business inspection outcomes section.

Nil

Nil

The data for questions 32,33 and 34 was not collected so cannot be included in the report. We are currently in the process of determining if this information can be recorded for the 14/15 reporting year. At a minimum 3 months notice before the start of the financial year is required to allow changes to be made to our data base.

1) There has been a reduction in the number of inspections conducted in the 2012-2013 financial year to those conducted in the 2013-2014 financial year and a reduction in FTE due to leave of absence of one Environmental Health Officer with primary food inspection responsibilities for 9 months of the financial year.

2) There is a discrepancy between the total number of premises inspected and the total number of fixed premises. This discrepancy is due to a number of factors including:

(a) A number of food businesses (approximately 70-80 premises) closed down during the financial year, or closed for a significant period of time for renovations.

(b) However, a number of new food businesses have opened, which may have received a fitout inspection but not been open long enough prior to the end of the financial year to have received a primary inspection

(c) Low risk premises are inspected on a complaint basis, or where there has been a change in risk classification of the business.

3) Council is unable to provide data for questions 30 and 31 as Council's database system in the financial year did not record this data. Furthermore, Council was only made aware of the need for this data to be kept at the Council is currently trialling the FPAR inspection template in an electronic version with the intention of utilising the rating/scoring system to enable identification of those premises requiring further monitoring.

Questions 12, 32, 33, & 34 we cannot provide information on

Narrabri Shire inspections now carried out by staff member employed September 2013, not previous contract arrangement. Premises not yet inspected mainly due to "irregular" trading hours or inability to organise access. Results were extracted to the best of Council's ability as Council does not use the FPAR system and current database does not automatically produce such detailed reports.

Several businesses ceased operation during the 2013-2014 year which screw the numbers slightly.

Unable to obtain required data for questions 32 - 34. Council's Licensing System is unable to capture this information. Manager of Compliance, Paul Curley, has approved this submission.

Temporary Premises numbers are only an estimate for this financial year as resourcing issues have prevented inspection of these types of premises. We are hoping to get some inspections of temporary premises

Q1 and Q2. The number provided is the number of businesses registered with Council. Whilst officers make every effort to ensure all food premises are registered with council, there may be food businesses operating without council's knowledge or consent.

Q3. Council does not have the resources to routinely check Food Notify for low risk premises or conduct audits to identify these premises. Council currently has 3 low risk premises on its food premises register.

Q4. The figure provided is the number of temporary food stalls that sought approval from council to operate. There may have been temporary food stalls operating without council's knowledge or approval.

Q5. The figure provided is the number of mobile food premises that sought approval from council to operate. There may have been mobile food premises operating without council's knowledge or approval. Please note that council considers a mobile food premises that trades in a stationary position at an event to be a temporary food stall.

Q9. 3 mobile food premises that were given approval to operate were inspected by their home council under the NSW Food Authority's home jurisdiction rule.

Q10. When comparing this response with the response to Q4 it is important to note that council receives applications for many one off food stalls like fundraising BBQs and current resourcing does not allow all temporary food stalls to be inspected. Council inspects at major events when resourcing permits.

Q11. The difference between the combined response of Q1 and Q2 and the response to this question is 41. This is made up of:

- 32 sporting canteens operating on weekends which council is not currently resourced to inspect. Council has carried out construction and maintenance inspections of these facilities so that upgrades to older facilities can be prioritised and programmed;
- 5 new food businesses which commenced operating in May or June and will be inspected in the 2014-15 financial year;
- 2 premises where we were unable to gain access before 30 June 2014;
- 2 premises which were overlooked and will be inspected as a priority in 2014-15

Q13. This question has changed since the last activities report. Councils were only advised on 1 July 2014 that this change would occur. Changes were made in May 2014 to electronic reports to enable us to report on the previous question. Further changes are now required in order for Council to report on this item which will require additional time and resourcing. Council is not in a position to report on this item.

Q20. This question has changed since the last activities report. Councils were only advised on 1 July 2014 that this change would occur. Council's response to this question only includes warning letters. Warnings on Senior Officer with Delegated Authority has approved this submission.

Q4 - number of temporary food business premises that operated in the council area?

Council's figure for this question includes markets and festivals, but does not include local show/fairs/fetes. Due to staffing issues, the majority of scheduled inspections were undertaken in April & June - Q13 (additional reinspections) were not in the reporting period.

In regards to Mobile Vans and Temporary events - Council currently only undertakes inspections at the Annual Show (held on a weekday). No inspections were carried out at temporary events on weekends in 2013-2014.

Q5 - Council is only aware of 4 mobile food premises operating in the Shire.

No comments necessary.

First round of inspections completed, though only 18 primary inspections and 3 follow-up inspections were carried out in the second round of inspection. This was due to a 50% staff shortage during the time of the Question 3 - do not record low risk premises (complaint response only) Question 4 - have not recorded temporary premises to date - if need to record particular data, please advise at the start of the financial year, not at the end of the reporting year. Question 10. As above, no data recorded in record keeping system.

Inspections were completed for Country Music Festival event, but were not entered into our Property and Rating COM- food identify record system. We will record this for future reference. Business outcomes- we record mobile food business in another record system, as registration based not property based, therefore business outcome =  $212+66+45+17(\text{mobile}) = 340$  premises. 5 of our mobile businesses are charity based and Question 2 - Premises are categorised as high or low risk. Premises will be reviewed in 2014-2015 financial year to ensure categories accurately reflect risk assessment. All high risk premises are inspected annually.

Question 9 - mobile operator not in operation at time. Will check to ensure inspection conducted before re-commencement of mobile operator.

Question 10 - Have a high number of temporary premises due to AGQUIP (agriculture field day) event which

Question 2- Premises are classified as either high or low risk. Any high risk premises is inspected annually. Premises classification is assessed annually to ensure risk category accurately reflects risks.

Question 4 - Temporary premises have been inspected (for example the food outlets at the annual show) but data was not collated. Temporary premises (for example at markets) is not data that is currently captured. mobile food premises classed as serving over 80% of food from mobile facility

Results were extracted to the best of Council's ability as Council does not use the FPAR system and current database does not automatically produce such detailed reports.

On a quarterly basis Council sends all registered premises a Food Newsletter. In addition to this questions 32 to 34 are not recorded throughout the year on our database as these are new questions that the Food Authority Non-mandatory Questions 4,5,9,10,32,33 and 34 have not been completed due to Council's present data-base not being set up (or able) to answer these 7 questions in an accurate and meaningful way. Note, Council does inspect Temporary Food Premises and Mobile Food Vehicles within the Shoalhaven on a regular basis, however the specific (total) number is unknown. The total number would therefore be a crude estimate only and as stated above would be inaccurate and not meaningful for the purposes of this report. It is intended to

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Nil comments

Council undertook 12 food hygiene seminars including 1 provided in Tamil. 4 newsletters were sent to businesses. Council promotes through its website the EHA - 'I'm Alert'. Each food business received a copy of the Holroyd City Council 'FoodWise' Food Safety Manual, fridge magnets for handwashing/temperature control, protein swabs, dishwasher temperature labels and sanitiser measuring cups. Copies of all food safety

Most common issues with food premises in the shire are structural due to the age of the buildings and the sporadic trade they cater for. Enforcement concentrates on cleanliness of premises, temperature control and We have not answered questions 32 to 34 as our Council has not previously used the FPAR scores on doors calculations during inspections. Whilst we do not intend on taking up scores on doors for businesses, we will in

There were no other issues, apart from the short notice in the change in format an information required for Note 1 - Questions 1 & 2 & 11 - Unable to provide this information as re-profiling of risk categories occurred during the year: Whilst Council undertook a re-profiling of the High and Medium categories throughout the year it must be noted that all High and moderate risk inspections were completed prior i.e.; there were 481 High and moderate risk premises in the 2013-2014 financial year and all were inspected. The answer to question 11 is 481

Note 2 - Q22 & 23: It is noted that the level of PINs issued to moderate risk and high risk are as a proportion Some medium and high risk premises received a score rating, however mid way through the 2013 - 2014 period Council (due to lack of interest from business owners) did not continue with program and later on throughout the year made a submission to the Food Authority to opt out of the program. Some high and medium risk businesses were not inspected throughout the period due to businesses changing ownership, Q10. - Temporary premises are inspected only in response to food safety complaints. Q4.& Q5. - Reported numbers are based on active NFSIS notifications from temporary and mobile food business respectively.

Nil

Council intends to hold food safety seminars for food handlers in near future.

- Council's priority ratings for a food business is based on business type (P1-P4) and not risk (H, M, L) - Council's systems are not set up to easily retrieve the information required by the FA. - Some multiple entries in Additionally after speaking with Josie Q32 to Q34 are not be filled in, as Council has not implement the point system and Q20 'number of warnings issued' include identified issues for improvement listed under additional notes on (FPAR) Note: Council has not issued any warning notices via letter.

The one outstanding inspection is in a remote village with limited population and the premises are only open Answers to questions 32, 33 & 34 not based on point scoring but on the severity of the inspection result notation (ie: One or more of: "pass", "minor issues" or "Letter to Comply", "Fail reinspection" and "Fail Order", "Fail Improvement Notice"). Some food businesses may have inspection results in more than category. Number don't include Low risk (P4) inspections which we inspect as well. These questions may need to be a little more specific. Electronic point scoring as per the FA checklist has already been developed and introduced onto our Unfortunately due to staff shortages, Council has not been able to achieve its target of 95% of inspections.

All businesses inspected on an annual basis.

Businesses inspected on an annual basis.

Nil

Most premises inspected meet a very high food safety standard compared to how they were six years ago. The Port Macquarie Hastings Council inspection program is geared towards rewarding compliant businesses with fewer food premises food safety inspections. Such an inspection regime works weell so far for this particular Council. This financial year we are in, (2014- 2014) like the (2012-2013) financial year should see all our



Note that current risk ratings are based on the P ratings.

The number of temporary food premises businesses is an estimate only, Council does not currently record this  
Nil

Council used 2 contractors throughout 2014 for food inspections

Contractor engaged to manage food safety program. FPAR used for inspection program and all education programs carried out by NSWFA implemented for Shire.

1 x High Risk premises is a licenced premises under the Food Act and onnly requires auditing every 2 years. Due 2015.

Food inspections activity in largely carried out by a contractor, and a little in house work is undertaken as