



## Scores on Doors Policy

### **Introduction**

Broxbourne Borough Council Environmental Health Service undertakes food hygiene inspections of certain food businesses within the Borough. This is undertaken in line with the '[Food Law Code of Practice, March 2006](#)', which is issued by the [Food Standards Agency](#). All Local Authorities must follow and implement the provisions of the code that apply to them.

This policy document outlines the main principles of the code of practice that are applicable to the food hygiene inspection rating of food businesses and how this is applied to the Star Rating System.

**It is important to note that the ratings will only be given following every primary inspection and not a secondary inspection.**

### **Primary Inspections**

A primary inspection of a food business is the main inspection undertaken by an authorised officer and should include the following:-

- The scope of the business and the relevant food law that applies to the operations taking place;
- Thoroughly and systematically gather and record information from the observation of practices, procedures and processes, including procedures based on HACCP principles, and discussion with food handlers, contractors, food business operators and managers;
- Determine whether it is necessary to collect samples of raw materials, ingredients, additives, intermediates, finished products, or materials and articles in contact with food for analysis and/or examination;
- Identify any actual or potential breaches of food law and, if appropriate, gather and preserve evidence;
- Determine relevant enforcement action and communicate to business.

### **Secondary Inspection**

A secondary inspection is any other visit to a food business that is not a primary inspection, for any purpose connected with the enforcement of food law, including:

- Additional inspections of establishments that are subject to approval under Regulation 853/2004 (see Paragraph 4.3.4 and Annex 5 of the code of practice);
- Sampling visits;
- Visits to check on the progress of measures required after a previous inspection;

- Visits to investigate food and food establishment complaints;
- Visits to discuss aspects of food safety management procedures based on HACCP principles;
- Visits involving the explanation of food safety issues to food handlers.

### **Inspection Ratings**

The Food Law Code of practice states:-

#### *“4.1.6: Frequency of Inspection: Inspection Ratings*

*Inspection ratings determine the interval that should elapse between one primary inspection of a food business and the next and the priority of the next primary inspection of that business relative to the other businesses in the Food Authority’s planned inspection programme.*

*The inspection rating(s) of a food business should be assessed or reassessed at the conclusion of **every primary inspection** in accordance with Annex 5 of the code of practice (or any amendment thereto that may be notified to Food Authorities by the Agency).*

*Inspection ratings **should not be re-assessed at secondary inspections.***

*Inspection programmes should be planned so that businesses are inspected no later than 28 days after the relevant date determined by the inspection rating, apart from circumstances outside the control of the Food Authority such as seasonal business closures.”*

However, in accordance with the food law code of practice circumstances may arise that make it appropriate to bring forward a primary inspection. The Borough of Broxbourne will only consider making an early inspection where:

- We receive a consumer complaint of a serious nature; and/or
- We become aware of any material change in ownership, management, layout or nature of operation of a food business.
- We become aware of the possible outbreak of foodborne infection.

Broxbourne Borough Council undertake risk ratings of all food businesses following a primary inspection and the main categories used to determine the overall score are as follows:

- type of food and method of handling
- method of processing
- consumers at risk
- level of current compliance with food hygiene and safety procedures
- level of current compliance with structure of premises

- confidence in management and control systems
- risk of contamination of food.

The overall score is then used to determine the frequency of inspection for the business in line with the aforementioned code of practice.

The following table outlines the ratings and scores which are used in order to determine the Star Award that will be given to the premises.

Risk rating categories	Excellent ←————→ Poor					
Food Hygiene and Safety	0	5	10	15	20	25
Structure and Cleaning	0	5	10	15	20	25
Management and Control	0	5	10	20	30	

These ratings are the only ones that are directly controllable by the food business and are the reason they have been used to obtain the food business star award.

The total score from the 3 categories in the above table is then given the star rating as follows:-

Stars	Numbers	Description
5	0-5	Excellent hygiene, highly confident in management
4	10-15	Very good
3	20	Good
2	25-30	Satisfactory
1	35	Fair hygiene, some non-compliance with hygiene legislation. More effort required to prevent fall in standards
0	>36	Poor hygiene, follow up action likely

The overall risk rating score and the stars award given will not be given at the end of every primary inspection as the inspection results will be discussed with the Principal Environmental Health Officer before the certificate is issued, and the result published on the Council's website. The proprietor will be informed of the scores by the issue of the certificate.

### **Star Awards**

The issuing of star rating awards will be undertaken following the Primary inspection. This will mean that a food business will be rated at that time. The next rating will be undertaken at the next primary inspection, which could be between 6-18 months later.



**In line with the code of practice the Council will not be re-assessing a food business during the interim period.**

As a result the stars awarded to a particular premises will not be updated until the next primary inspection.

The [Food Standards Agency](#) is undertaking a pilot project for this type of scheme to apply on a national basis. This may alter how businesses will be rated in the future. **It is important to note that both the score and rating given to a premises is subject to change in the future. A Star rating given could go down or up if a national scheme is different to the above scoring system.** The Council will endeavour to keep businesses and users informed of this.

### **Food Businesses Applicable**

The Star Award rating will only be given to food businesses that are inspected by the Authority in line with the Councils Food Law Enforcement Service Plan. Certain premises may not be inspected due to the low risk level of the food sold or prepared on the premises. These may be subject to alternative enforcement and will therefore not receive a star rating.

The Council also have the right to determine whether in exceptional circumstances the star rating of a particular premise should not be applicable.

### **Historical Information**

Only the latest star rating award will be accessible from the web site. Any previous ratings or information on a particular premise may be available on written request to The Environmental Health Service, Environmental Services Department, Bishops' College, Churchgate, Cheshunt, Herts. EN8 9XB