



To: Lead Food Officers,
Heads of Service

Cc: SFELC, REHIS

(by email)

02 March 2020

Dear Colleague,

Local Authority Desktop Sampling Audit Report

Following our letter of 01 October 2019 advising that we were due to conduct a sampling audit, please find a link to the final report:

[FSS/ENF/20/004 - Desktop Sampling Audit Report](#) which is published on the page: [Audit-and-Monitoring Page](#) under the section [Sampling Activity Audit](#).

The audit was conducted in line with the terms of the Audit Brief and Plan: [Audit Sampling Brief and Plan](#) (FSS/ENF/19/016) which has also been published on the Food Standards Scotland website.

The report raises numerous recommendations for both Local Authorities and for Food Standards Scotland. These include:

- Service Plans to be up to date and include suitable sampling references (LA)
- Enforcement Policies to be up to date and available to FBOs (LA)
- Published documents to be current versions (LA)
- Performance reviews of Service Plans to be required within the Food Law Code of Practice (FSS)


- Ensure there is a consistent funding strategy in place to ensure capacity and capability in the future (FSS & LA)
- Sampling Policy to be available and published (LA)
- Consider detailing the format of financial figures presented in the Food Law Code of Practice (FSS)
- Sampling training to be considered to ensure continued competence (FSS)
- National Sampling Strategy to be considered (FSS)
- A refresh of the SFELC Effective Food Sampling Guidance (LA)
- Internal Monitoring Advice to be refreshed to include sampling (FSS)
- Publication of FSS Annual Sampling Reports (FSS)
- Scottish Food Sampling Database to be developed to assist internal monitoring (FSS)
- Public Analyst to be appropriately appointed (LA)
- Sampling Policy and Programme to include consultation with Public Analyst and Food Examiner (LA)
- Enhanced intelligence handling and data sharing to be considered (FSS & LA)

These recommendations will now be considered through a variety of routes. It is likely that we will be in contact with you again to discuss how these can be successfully delivered.

If you have any queries on this letter, please do not hesitate to contact me.

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Yours sincerely



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