

To: Lead Feed Officers
cc: SCOTSS, TSI, SFELC

1 March 2017

FSS/ENFTS/17/001

Dear Colleague

Animal Feed Review and Official Control Delivery 2017/18

I am writing to update you on the progress to develop and implement a revised official control delivery model.

Delivery Model

As you are aware, we have been working with SCOTSS to develop a regional local authority model for delivery. The regional structure is provided in the Annex to this letter. The arrangements to support this structure will be formalised in due course.

Key to the development of the delivery model has been the release of funds from the block grant to enable FSS to redistribute the money to local authorities in accordance with activity. This was agreed at the February Council Leaders meeting. However, because the 2017/18 settlement was agreed earlier in February, local authorities will receive their allocation as normal for 2017/18 through the block grant. Depending on when the new delivery model is implemented, FSS will receive the pro-rata payment in the autumn and this will then be recovered from local authorities in the last two weeks of March 2018.

The legislation shall be drafted soon and will be issued for consultation. Due to the legal scrutiny and consultation period, it will not be possible to implement the new model before 1 October 2017.

Local authorities should therefore continue to carry out their official control function under the current arrangements until notice is provided of the change to the delivery model. The progress to meet the target of 1 October will be kept under constant review and local authorities will be given as much notice as possible of the implementation date. The National Feed Enforcement Priorities for Scotland are attached to this letter which local authorities should consider when developing their official controls programme for 2017/18.

Development of Systems/ Risk Rating

A large amount of work is ongoing to develop the systems required to support the new model including the development of procedures and guidance, tender documents for officer training, service level agreement templates and the official control planning system. Some of the systems will be developed in consultation with the regional authorities.

In addition, FSS intends to review the feed risk rating process and consider the transfer of information from all authorities to FSS and regional authorities, as appropriate.

In order to inform this process, we would like to gather information from all feed authorities about the risk rating system used. I would therefore be grateful if you could provide the following information:

- What risk rating system is currently in use in your authority? FSS (Code of Practice), ACTSO system or other (please specify)?
- Please provide the details of the risk ratings for all premises in your database on an excel spreadsheet as follows:
 - Premises ID and/or name
 - Category/type of premises
 - Date of last intervention
 - Date of next intervention
 - Risk Rating
 - Break down of risk rating scores (i.e. for the FSS system in the Code of Practice, please provide the scores for the 6 categories:
 - Risk to animal/human health and/or other business
 - Extent to which the activities of the business affect any hazard
 - Ease of compliance
 - Animal and people at risk
 - Level of current compliance
 - Confidence in management/controls systems

This is a standard question at FSS audit and it should not be an onerous task, but please let us know if there any difficulties collating this information.

Please do not hesitate to contact me (details at top of page 1), or Phil Hindell (phil.hindell@fss.scot, 07467 447376), if you have any questions or wish to discuss this matter further.

Yours sincerely



Jacqui Angus
Senior Enforcement Manager
Food Standards Scotland

Annex: Regional Model

Regional Local Authority ¹	Will also work in areas of:
1. Moray	Highland, Western Isles, Orkney
2. Aberdeenshire	Aberdeen City, Shetland Islands
3. Angus	Perth & Kinross, Fife, Dundee
4. Stirling	Clackmannanshire, Falkirk, East Dunbartonshire
5. Argyll & Bute	West Dunbartonshire
6. South Lanarkshire	North Lanarkshire, Glasgow
7. South Ayrshire	North Ayrshire, East Ayrshire, Renfrewshire, East Renfrewshire, Inverclyde
8. Scottish Borders	Edinburgh, East Lothian, Midlothian, West Lothian
9. Dumfries & Galloway	<i>N/A - standalone</i>

¹ In some groups, the regional local authority will work in collaboration with another LA in that group but the regional local authority takes the lead.