



Audit Assurance Division

Food Standards Scotland
Pilgrim House, Old Ford Road
Aberdeen, AB11 5RL

laaudit@fss.scot

To: Heads of Service
Lead Food Officers

31 July 2026

FSS/ENF/26/005

Dear Colleague

Request for Data Extract from Food Establishment Database

We previously advised you by [FSS/ENF/26/001](#) of our proposed Local Authority Performance Monitoring and Audit Programme for this year.

As notified then, the primary purpose of FSS audits of Local Authorities is to provide assurance that local delivery of official controls for food is compliant with legal requirements and official guidance. Additionally, this we will be contributing to the evidence and research phase of the SAFER programme.

With thanks to you all for submission of your Service Plans, we have now completed an initial review of these. As the next step, we would request additional information from your Food Establishment Databases. This will allow us to develop a better picture of the current delivery position across all authorities in Scotland. The review's Brief and Plan document is enclosed within the accompanying email of this letter.

The requested information will be used by the Audit and Assurance Team to:

- Establish the total number of all registered premises and approved establishments per authority
- Establish the Food Law Risk Ratings of food businesses in each LA
- Establish the current status of the food law intervention programme
- Establish the number of unrated food businesses
- Compare the data against the Food Law Code of Practice expectations

In addition to fulfilling our Audit function, these findings will also contribute to the evidence and research phase of the SAFER programme.

The information will also be provided to the FSS team currently working with the Scottish National Database as they take forward data comparison and analysis, as part of the SAFER programme.

Data Required

Please could you provide us with the following as data extracts in Excel format from your database **for all food businesses**:

Food Law Rating System (FLRS)

- Premises ID and name
- Category / type of premises
- The Food Law Risk System (FLRS) Business Group / Risk Band for all establishments
- Interventions
 - Date of last programmed inspection
 - Date of next programmed inspection
- The score (1-5) attributed for each of the 7 named FLRS compliance categories in individual columns
- Please highlight your approved premises

AND provide the following for any that are Annex 5 rated:

Annex 5 Rating System

- Premises ID and Name
- Category / type of premises
- Interventions
 - Date of last programmed inspection
 - Date of next programmed inspection
- The risk rating category A-E or total score at the last programmed inspection (Food Hygiene and Food Standards)
- The 8 individual priority ratings after last programmed inspection

We would also ask for confirmation in your email response that the information on your food establishment database is up to date and contains all unrated establishments.

Please could the above be provided to the LA Audit mailbox laaudit@fss.scot by the 21st of August 2026. In the return, please indicate date of download.

If this will not be possible, please could you either let us know as soon as possible when the data will be made available, or any reason why provision will not be possible.

Excel worksheet templates are attached. Please could the data be provided using this format.

As always, we thank you all for your on-going co-operation and collaboration in this regard.

If you would like any further information, please do not hesitate to contact us.

Please see below a link to a privacy notice regarding information held by Food Standards Scotland.

[Privacy Notice](#)

Yours sincerely

A handwritten signature in black ink, appearing to be 'TS' or 'T. Sykes', with a long horizontal stroke extending to the right.

Tony Sykes
Head of Domestic Assurance
Food Standards Scotland
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