

## **BUSINESS COMMITTEE REPORT – CHIEF EXECUTIVE**

### **ORGANISATIONAL DESIGN**

1. In September, we announced a restructure within the FSA to make a clear distinction between Assurance activities and Operational Delivery. We also formalised the division between Risk Assessment and Risk Management activities by creating separate Science and Policy directorates.
2. All restructuring activities are progressing well and formal consultation on new structures are either complete or at an advanced stage and we anticipate that each of the management structures for the four divisions will be in place by end 2018 as planned.
3. Recruitment has been ongoing since the early summer with approximately 50 posts recruited between Policy and Science directorates with a mix of internal and external candidates. In addition, over 80 roles have been created in NFCU (National Food Crime Unit), with 62 of these successfully recruited to date.
4. To complete the restructure further, recruitment will be undertaken to populate the newly formed Regulatory Compliance Division and Regulatory Delivery and Operational Transformation division. These posts will undertake additional regulatory standards and compliance activities identified through the ROF (Regulating Our Future) programme and the delivery of agreed outcomes from the cutting plants and cold stores review.

### **PEOPLE SURVEY**

5. The Civil Service People Survey results show the FSA's highest engagement score in the ten-year history of the annual survey with the engagement score up by four percentage points from last year to 64%. This puts us two percentage points above the Civil Service average and just two points behind the Civil Service high performing departments. The FSA was placed 35th out of 102 participating organisations, up 23 places from 2017.
6. Employee engagement is shaped by experience at work, as measured by nine themes in the survey. The scores in each of these increased this year with all but one achieving their best ever performance. The results were overwhelmingly positive, such as an 11% increase in line managers who believe the FSA supports them to be good team leaders, a 10% increase in those who believe there are opportunities to develop their career in the FSA and an additional 9% of our people would recommend the FSA as a great place to work.
7. This is exactly where we had planned to be at this point in our People Strategy 'Good to Great'. This year's scores are worthy of celebration, but we will continue with our efforts to keep improving. There are still many things the leadership team and wider organisation can do better, and the results of the survey will lay the foundations for these improvements, through both the corporate action plan and the local action plans for each area and division that will be drawn up on the back of these results.

### **MANAGEMENT CONFERENCE**

8. Our annual management conference took place on 20<sup>th</sup> and 21<sup>st</sup> November in Manchester. The theme of this year's conference was internal and external partnership. Over 280 FSA managers attended informative workshops on key areas of the FSA's work, two lively panel discussions with external stakeholders and talks on 'Leading in times of uncertainty' and scams. We are compiling feedback on the

event but early indications, including feedback at the event, indicate a very positive response to the event overall and each of the sessions.

## **MENTAL WELLBEING SUPPORTER (MWS) NETWORK**

9. The Agency's' Mental Wellbeing Supporter (MWS) Network consists of 43 staff from across the Agency, all additionally trained in mental health first aid. The Network's purpose is to raise general mental health awareness and to be the initial confidential point of contact, signposting individuals to appropriate advice and support channels. Since the launch on 16<sup>th</sup> May 2018 to 30<sup>th</sup> November 2018, 61 employees have contacted the network for help, demonstrating a clear need for this support.
10. All employees have a regular conversation about their health and wellbeing with their line manager as part of their 'check in'. In addition to the MWS network, Occupational Health Services and our Employee Assistance Programme provides support and counselling for managers and employees on demand. Around 10% of the Agency's employees are members of a mental health discussion group on Yammer, which has been created to encourage open conversations about mental health. Virtual mindfulness sessions are offered to all Agency employees, in partnership with colleagues at Department for Work and Pensions.

## **DIVERSITY AND INCLUSION**

11. I chaired our first Diversity Council meeting on 1<sup>st</sup> October 2018. The council is composed of 15 members including HR, networks and staff representatives.
12. I am proud to say that we are now registered as a 'Disability Confident employer'. We are increasing our confidence on the subject of disability to enable us to attract a diverse workforce, increase workplace productivity and improve our employee experience. We also celebrating International Day of Persons with Disabilities on 3<sup>rd</sup> December 2018, with an informative Digital Workplace article and communications on Yammer throughout the week.
13. Our people were encouraged to participate in the National Inclusion Week across Government from 24<sup>th</sup> to the 30<sup>th</sup> September by sharing their stories and signing Inclusion Pledges. They were also encouraged to participate in cross Government activities in celebration of Black History month throughout October 2018, including a Speed Mentoring Event Held at the Ministry of Defence. Inspirational Sessions were organised by the Ministry of Justice and the Civil Service Race Forum.
14. The FSA Women's Network holds regular events for its members, the most recent of which was a 'Suffragettes and Beyond' workshop on 12<sup>th</sup> November 2018. An external speaker from the Department for International Trade spoke at this event the Network Champion, Julie Pierce, Director of Openness, Data, Digital and Wales, gave a talk on the benefits of networking.
15. FSA Diversity Champions are proactively encouraging staff to volunteer to set up LGBT, Disability, BAME and social mobility Networks. We believe that Staff Networks are critical for any business to embrace Diversity and Inclusion.
16. Finally, we have signed up to the 'Working Forward Initiative' aimed at creating a better workplace for parents and pregnant employees.

## **PROSECUTIONS**

17. We have recently seen the conclusion of a number of FSA prosecution cases. I am pleased to note that the positive effects of the introduction of a sentencing guideline for food safety and food hygiene offences is continuing to be seen in the sentences

being handed down by the courts. At Preston Magistrates' Court on 5<sup>th</sup> November 2018, Punjab Meat Traders Limited, the food business operators of an approved cutting plant, pleaded guilty to two offences under the Food Safety and Hygiene (England) Regulations 2013. One charge concerned the failure of the operator to comply with a Remedial Action Notice requiring them to ensure that temperature requirements were met during the processing of poultry meat. The second charge was for intentional obstruction of an authorised officer after the operator refused an FSA Veterinary Auditor entry to the premises for a pre-arranged audit. Upon conviction, Punjab Meat Traders Limited was fined £20,000 and ordered to pay prosecution costs of £5,000.

18. On 14<sup>th</sup> November 2018 at Leeds Magistrates' Court, a three-day Trial concluded with Yorkshire Abattoir Services Limited being found guilty of twelve offences under the Food Safety and Hygiene (England) Regulations 2013. The charges concerned hygiene deficiencies at the approved slaughterhouse, specifically the in-rolling of fleeces resulting in visible contamination of sheep carcasses presented for post-mortem inspection. A total of eight substantive charges were laid against the company together with four charges of failing to comply with a Remedial Action Notice. Upon conviction, Yorkshire Abattoir Services Limited was fined £24,000 and ordered to pay prosecution costs of £10,234.50.
19. On 14<sup>th</sup> November 2018, a successful prosecution was completed at Birmingham Magistrates' Court when Brymay Caterers Limited pleaded guilty to three offences under the Food Safety and Hygiene (England) Regulations 2013. At the time of the offences, the company was the operator of approved cutting premises within Birmingham Wholesale Market. Two substantive and one statutory notice charge were laid against them for failing to ensure that temperature requirements were met during the processing of poultry meat. Upon conviction, Brymay Caterers Limited was fined £14,000 and ordered to pay prosecution costs of £7,875.88.
20. At Birmingham Magistrates' Court on 19<sup>th</sup> November 2018, Sandwell Foods Limited, the food business operator of an approved cutting plant, pleaded guilty to four offences under the Food Safety and Hygiene (England) Regulations 2013. Two charges, one substantive and one statutory notice offence, concerned the failure of the operator to ensure that those plant staff responsible for ensuring compliance with the HACCP principles had received adequate training in the procedures. A further charge concerned the failure of the food business operator to comply with a Remedial Action Notice requiring them to ensure that the premises were maintained in good repair and condition. A final charge covered a substantive offence of failing to ensure that the construction of the premises did not allow for the potential ingress of pests. Upon conviction, Sandwell Foods Limited was fined £36,000 and ordered to pay prosecution costs of £7,190.73.
21. A further ten cases are currently being taken through the courts by the FSA Legal Team or, in relation to animal welfare cases, by the Crown Prosecution Service.