

2012-2013 Progress against Port Health & Public Protection Key Objectives

Ref:	Objective	Progress to date
1	London 2012 Olympic Games: maximise benefit and minimise risks.	April – July 2012
	Maintain an Olympics-specific operational business and services risk matrix.	<ul style="list-style-type: none"> • Business and Services Risk Matrix produced and up-dated live in the run up to Games as different issues and priorities emerged. • Process informed team and service managers of resources needed and where they were to be targeted. • Key 'Games-time' activities identified and resources deployed.
	Ensure that suitable contingency plans are drawn up to address any risks including arrangements to provide a 24 hour on-call service of trained staff for likely health protection, food and safety duties during the Games period.	<ul style="list-style-type: none"> • EH Staff rota instigated to give a 24/7 presence in the City with others on stand-by and ready to attend should the need arise. • Further rota to be instigated for Paralympics after review of activity for first Games period. • Olympic Torch Relay and all three Marathons staffed and effectively regulated. • Smithfield Enforcement Team staffing arrangements put in place to cover revised Market operating hours. Smithfield Enforcement staff available from 12 midnight. Animal By Product facility open from 2am.
	Arrangements to include planning for and a response to surges in demand (large infectious disease outbreak).	<ul style="list-style-type: none"> • All EH staff underwent training in outbreak plans and protocols, and training including desk top exercises for food poisoning and sampling was carried out with Health Protection Agency (HPA) assistance. • Participated in London major incident exercises undertaken with HPA, London Fire Brigade and the Health & Safety Executive.
	Use FSA funding to enable migration to the new national Food Hygiene Rating Scheme (FHRS).	<ul style="list-style-type: none"> • Completed the migration from Scores On The Doors to FHRS by April 2012. • Participated in Food Standards Agency (FSA)'s London-wide launch of their Food Hygiene Rating Scheme (FHRS) in mid-July 2012. • All scoring data now on FSA's FHRS website for consumers to access.

	<p>Use FSA funding to raise local food business compliance in the lead up to the Games, to further support migration to FHRS and to enhance our food sampling program.</p>	<ul style="list-style-type: none"> • A variety of interventions were undertaken including officers carrying out visits to poorly performing food businesses and which were rated 0 & 1 on the new FHRS scheme (approx. 60 businesses). • Additional visits made to certain businesses to help explain the Food Standards Agency's new national Food Hygiene Rating System where it adversely affected them. • Additional visits made in the run-up to and during the Games period to other businesses who were not scheduled for an imminent full inspection, so as to advise them on key preparations such as food safety management, not over-stocking high-risk foodstuffs, staff training, additional licensing requirements – e.g. extra tables & chairs - etc. and scheduling out-of-hours deliveries. • Weekly sampling visits arranged as part of a co-ordinated London-wide programme. <p>August – November 2012</p> <ul style="list-style-type: none"> • Completed successfully. • Staff valued working together more closely across disciplines and teams and the whole experience was felt to be a very positive one. • Smithfield Enforcement Team revised its operating hours to accommodate Smithfield Market Olympic opening hours. Enforcement officers were available from 12.00am, and the Animal By Product facility was available from 2.00am. <p>December 2012 – March 2013</p> <ul style="list-style-type: none"> • All actions have been successfully completed.
2	<p>Health & Safety Information Campaign.</p> <ul style="list-style-type: none"> • To undertake a promotional campaign, by March 2013, around current key issues in health & safety as they affect the wide variety of City 	<p>April – July 2012</p> <ul style="list-style-type: none"> • Main work is scheduled to be carried out post-Olympics, October to December 2012.

	<p>businesses from SMEs to multinational organisations and across different industry sectors.</p>	<p>August – November 2012</p> <ul style="list-style-type: none"> The Health & Safety Team has started publicising news items daily via a Twitter account @Safe Square Mile. <p>December 2012 – March 2013</p> <ul style="list-style-type: none"> The Twitter account is used regularly (daily) to send messages out (over 500 to-date) to more than 260 'followers'. Held a stall promoting healthy workplaces at the City's 'Love Health' event. The Health & Safety team is scripting video clips for online publication in 2013-2014. Ran a PACE training event for our Primary Authority Partner, Virgin Active, and their safety team. Attended stakeholder groups – London Banks Health and Safety Forum, Legionella Control Association, Cleaning Industry Liaison Forum to discuss relevant health and safety issues. Promoted the Health and Safety team's work at the East of England Health and Safety Forum to over 150 attendees. Reviewed the website and uploaded new guidance documents. Used Google Analytics to analyse website traffic.
3	<p>Finalise and Develop an Economic Crime Strategy for the City of London in conjunction with City of London Police.</p> <ul style="list-style-type: none"> Draft Strategy to be finalised and circulated for consultation by July 2012. Strategy to be presented to the Safer City Partnership. Approval by PHES Committee. Devise implementation plan. 	<p>April – July 2012</p> <ul style="list-style-type: none"> A Lunchtime launch event has been held with partner organisations. The Strategy is being presented to the September Port Health and Environmental Services Committee. <p>August – November 2012</p> <ul style="list-style-type: none"> PH&ES Committee has agreed the Protocol. It has gone to the Safer City Partnership and is going to the Police Committee for their approval in January before being finalised and launched. <p>December 2012 – March 2013</p> <ul style="list-style-type: none"> The Economic Crime Protocol has now been agreed by the Safer City Partnership. The City of London Police are making some further amendments to the

		protocol, but in the meantime the Trading Standards Team is working successfully with the current version.
4	Develop and roll out Air Quality Communications Strategy. <ul style="list-style-type: none"> Develop simple messages by July 2012. Devise effective way to reach out to City stakeholders. 	April – July 2012 <ul style="list-style-type: none"> Strap line has been developed. Communications packs have been designed and printed. Packs given out at Bike Week and City Residents Meetings.
		August – November 2012 <ul style="list-style-type: none"> Communications packs distributed primarily to City businesses. Communications event held at 99 Bishopsgate. Smartphone app being developed to carry the communications message. Close liaison with Barbican Association has been developed to assist with communications to residents.
		December 2012 - March 2013 <ul style="list-style-type: none"> Communications events were held at 2 x Land Securities premises in New Street Square. Communications packs were distributed by CoL Apprentices outside Cannon Street Station. Attendance at Clean City Awards and Love Health events European Year of Air logo has been produced. 'No Idling Engines' posters are now displayed at the entrance to a number of construction / demolition sites. Over 50 premises are now engaged with CityAir programme, this represents more than 40,000 employees.
5	Review Port Health Service Management and Operational Arrangements. <ul style="list-style-type: none"> Review the management structure and optimise the structure to ensure effective use of staff resources. Consider current roles and development opportunities to provide more efficient service delivery. 	April – July 2012 <ul style="list-style-type: none"> Terms of Reference and Scope have been agreed with David Smith. Data gathering is due to commence shortly.
		August – November 2012 <ul style="list-style-type: none"> Work on collecting background information and has commenced. Liaison is taking place with other Port Health Authorities.

	<ul style="list-style-type: none"> Ensure right staff at the right level in the right location. 	<p>December 2012 – March 2013</p> <ul style="list-style-type: none"> The review is almost complete. Various options for different/flexible working patterns are being considered to ensure that an appropriate level of high quality service is provided to customers.
6	<p>Enhance MoU with City of London Police.</p> <ul style="list-style-type: none"> Agree new drafts of supplementary procedures and protocols, by June 2012. Implement new documents and review as required. 	<p>April – July 2012</p> <ul style="list-style-type: none"> Item 4a/4b SOP regarding information sharing is being reviewed by Rita Jones of CoLP, and Steve Blake. Code of Practice (item 5a) is to include roles and responsibilities of each organisation in the draft version for consultation in August/September. Items 5i, 5j and 5k are complete. Item 5l report to Police Committee, NFA available without legislation change except possible withdrawal of City support to 'chugging' charities in the City. <p>August – November 2012</p> <ul style="list-style-type: none"> This is almost complete. <p>December 2012 – March 2013</p> <ul style="list-style-type: none"> The Service Level Agreement in relation to stray dogs has been finalised. The Economic Crime Protocol forms part of the MoU and progress is detailed under Objective 3, above.