



FOOD SERVICE PLAN 2024-25



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1. INTRODUCTION

This Service Plan sets out how the Hull and Goole Port Health Authority intends to provide an effective food safety service that meets the requirements of the Food Standards (FSA) Framework Agreement. It covers the functions conducted by Authorised Officers and Portal Official Veterinarians of the Authority under the provisions of the Food Safety Act 1990, the Food Safety and England Regulations 2013 and relevant assimilated EU Food Regulations including Regulation 2017/625 on Official Controls.

The Hull and Goole Port Health Authority (HGPHA) Food Service Plan covers the elements of food hygiene and safety and imported food control for which the Authority has statutory enforcement responsibilities.

This document has been devised in accordance with the guidance in the Framework Agreement and follows the Service Plan template. This is to enable the Food Standards Agency (FSA) to assess the Authority's delivery of its service and to allow Local Authorities to compare service plans written in the generic format for any fundamental performance reviews under government Best Value agendas and/or key performance indicators. The Food Law Code of Practice (FLCoP) and Practice Guidance are also considered.

This 2024-2025 Service Plan continues to highlight the Authority's commitment to the delivery of its imported food control functions in line with the principles of the Government's Border Target Operating Model (BTOM) which commenced on the 30 April 2024.

The key issues for consideration in 2024-25 include the potential for further changes to the operational and administrative functions of the Authority due to developing policy in relation to import controls including the introduction of the Single Trade Window and proposals by the Food Standards Agency to modernise the current food hygiene and standards delivery models.

The FSA requires the Service Plan to be submitted to HGPHA Board Members for approval to ensure local transparency and accountability. This is done annually through a Board Member briefing.



2. SERVICE AIMS & OBJECTIVES

Aims

The key aims of the Port Health Authority Food Service are to ensure that food produced, imported through or sold within its area of jurisdiction is safe to eat and complies with legislative requirements.

The Authority works with businesses, consumers, stakeholders and partners to protect the health of the public by promoting, securing and enforcing high standards of hygiene and food safety in all relevant food premises (including ships) and imported food in the Authority's area. Import controls are also enforced to protect animal and environmental health.

We will support individual businesses and traders through the issuance of clear advice, guidance and regulation which is effective, risk-based and proportionate.

Objectives

- To operate the Border Control Posts (BCPs) at King George Dock (ABP) and Humber Sea Terminal (CLdN) to complete Official Controls on the importation of third country imports of Products of Animal Origin, High-Risk Food of Non-Animal Origin (HRFNAO) and Plastic Kitchenware from China and Hong Kong, as defined within the Trade in Animals and Related Products Regulations 2011 and the Official Feed and Food Controls (England) Regulations 2009 (as amended).
- To continue to prepare the Authority for the future operational and administrative requirements of a developing imports policy.
- To ensure that risks to human and animal health from bio-security hazards or food borne-illness are effectively managed and controlled.
- To conduct manifest, documentary, identity and physical checks relating to imported third country foods in accordance with the requirements of the Border Target Operating Model.
- To ensure that all imported food products are subject to the required legislative controls.
- To ensure that importers and shipping agents remain informed of import restrictions, changes in legislation, emergency controls measures and new guidance.
- To ensure that conditions on board ships entering the HGPHA port areas comply with the requirements of the International Health Regulations 2005.
- To conduct a risk-based approach to the inspection of ships and respond to all requests for ship sanitation certificates.
- To monitor the microbiological safety of water supplies on the port estates and on-board ships entering the ports.



- To ensure that food hygiene legislation is enforced within food premises situated on the port estates and on-board vessels.
- To participate in national and local food sampling programmes when appropriate.
- To investigate promptly and thoroughly, all food complaints made to the Authority.
- To operate the national Food Hygiene Rating Scheme in accordance with the Brand Standard, within relevant food premises and registered passenger vessels to improve and maintain food hygiene standards.
- To consult with other Port Health Authorities, The Chartered Institute of Environmental Health, Central Government Departments, The Food Standards Agency, Auditors and stakeholders to ensure compliance.
- To help businesses understand the Regulatory requirements to ensure the production of safe food.
- To deliver a quality service in line with corporate and professional standards.

Links to Corporate Objectives and Plans

The Authority's remit is to provide a port health service to all premises, vessels, wharfs, jetties and quaysides within the legally defined Port Health District and beyond as necessary. The objectives include services to shipping, environmental protection, infectious disease control and the safe production and importation of food.

The Authority's food service is subject to audit by the Animal and Plant Health Agency (APHA) and the Food Standards Agency (FSA) under the national Framework Agreement and the Food Law Code of Practice.

The Authority is an active member of the Humber Authorities Food Liaison Group which meets regularly to ensure consistency of enforcement, sharing of good practice, the completion of internal audits and to organise relevant training.



Construction of the new Border Control Post Facilities at Killingholme.

3. BACKGROUND INFORMATION

Jurisdiction

The Port Health Authority is responsible for waters abutting Kingston upon Hull City Council, the East Riding of Yorkshire Council and North Lincolnshire Council (Reference: The Hull & Goole Port Health Authority Order 2011 [SI No. 939]).

The area includes Saltend Jetties, Hull Docks, River Hull Wharfs, Goole Docks and Wharfs and Wharfs at Howdendyke, Grove, Gunness, Neap House, Burton Stather, Keadby, Flixborough, Barrow Haven and New Holland. There are also gas jetties at North and South Killingholme, bulk freight facilities at the Humber International Terminal and load on, load off (LO-LO) and roll on roll off facilities at the Humber Sea Terminal.

The Humber Estuary is one of the most important estuaries in the UK for commerce, with an expanding port complex and extensive bank-side industries. The four main ports on the estuary (Grimsby, Hull, Immingham and Goole) are operated by Associated British Ports. They constitute the country's largest port complex with approximately 40,000 commercial shipping movements per year, representing 16% of the UK's seaborne trade. Further smaller facilities are operated by independent port operators around the estuary and along its tributaries.

The Port of Hull estate is where many of the Authority's food business premises are located. There are several key manufacturers operating throughout the Authority's area that supply food both nationally and internationally.

Some of the UK's largest factory and freezer trawlers are registered to the Port of Hull and are approved by the Authority according to the requirements of assimilated EU food law.



Completing Official Controls on Egyptian Oranges

4. ORGANISATIONAL STRUCTURE

The Authority is a Joint Board funded in part, by agreed levies paid annually by Kingston upon Hull City Council, East Riding of Yorkshire Council and North Lincolnshire Council.

The specified riparian authorities appoint members to the joint board at meetings held in June each year:

- 6 Members from Hull City Council
- 2 Members from East Riding of Yorkshire Council
- 3 Members from North Lincolnshire Council

The Chief Port Health Inspector, under delegated powers from the Joint Board, and as the designated Lead Officer for food is responsible for the delivery of the food service (including imported food control) and food safety enforcement.

A pool of suitably qualified and authorised Officers are employed by the Authority and allocated to duties across the environmental health functions. Lead Officers are appointed in each of the different



work areas. All Officers maintain involvement with and experience across all areas of the food service work so that resources can be adjusted in each area as the need arises.

August 2024 staff in post:

- 1 x FTE Chief Port Health Inspector
- 0.8 FTE Senior Port Health Inspector
- 1 x FTE Senior Port Health Inspector
- 3 x FTE Port Health Inspectors (one on maternity leave 24-25)
- 1 x FTE Apprentice Port Health Inspector
- 3 x FTE Port Health Support Officers
- 1 x FTE Chief Administrative Officer
- 1 x FTE Administrative Officer
- 0.38 FTE Administrative Assistant (currently under recruitment)
- 1 x FTE Senior Portal Official Veterinarian (contractor)
- 6 x FTE Portal Official Veterinarians (contractors).
- 0.51 FTE Portal Official Veterinarian – Remote support (am) (contractors)
- 0.51 FTE Portal Official Veterinarian – Remote support (pm) (contractors)

All Port Health Inspectors are qualified Environmental Health Practitioners and are authorised, alongside the Portal Official Veterinarians and Port Health Support Officers, under delegated powers granted to the Chief Port Health Inspector.

Port Health Inspectors are also authorised to act in the capacity of Official Fish Inspectors, once meeting the competency requirements of the FLCoP and assimilated EU Regulations for the purpose of the completion of Official Controls on imports of fishery products.

The Port Health Inspectors complete a diverse range of food interventions whilst undertaking the statutory functions of the Authority.

Portal Official Veterinarians are authorised by the Chief Port Health Inspector to undertake controls on imported products of animal origin; this is required under the requirements of assimilated EU and national regulations.

All staff involved in the inspection of food and food premises must meet the qualification and competency requirements required by the Food Law Code of Practice and FSA Competency Framework.

Public Analyst and Food Examiners

The Authority has appointed the following laboratory to provide specialist analysis and guidance on food composition, including chemical and physical contaminants in food:

Public Analyst Scientific Services (PASS)
i54 Business Park
Valiant Way
Wolverhampton WV9 5GB



- Watney Elizabeth Moran Public Analyst
- Duncan Arthur Public Analyst
- Nigel Payne Public Analyst
- Joanne Hubbard Public Analyst
- Lilian Downey Public Analyst
- Donna Hanks Public Analyst
- Michelle Evans Public Analyst

The Authority also maintains an annual service level agreement with the UK Health Security Agency (UKHSA) providing specialist microbiological examination and advice as well as an annual allocation for food and water sampling as part of the Authority's wider surveillance work.



Sampling Hazelnuts imported from Turkey at the Hull Border Control Post

Emergency/Out of Hours Arrangements

The Authority operates a 24/7, 365 days a year standby service to ensure that emergencies (including those related to the Local Resilience Forum in the Authority's capacity as a category 1 responder) can be actioned.

The FSA holds contact details for the Chief Port Health Inspector and in their absence, the Senior Port Health Inspectors for use if there is a food safety incident of potential national concern that requires an immediate response.



5. SCOPE OF THE FOOD SERVICE

Hull and Goole Port Health Authority conducts all functions relating to food safety including the following:

- Completing Official Controls and surveillance on imports of food that arrive through the Border Control Posts, ports and wharfs under the Authority's area of jurisdiction.
- Monitoring IPAFFS for the pre-notification of imports of products of animal origin and high-risk foods of non-animal origin and ensuring that Official Controls are recorded, and that Common Health Entry Documents (CHED's) are completed and provided to importers upon the completion of import controls.
- Dealing with potential hazards including food alerts and Border Notifications.
- Partnership working with other agencies in the interest of national security and safety e.g. monitoring for illegal imports and participating in joint working initiatives with Border Force to deliver targeted surveillance under the African Swine Fever Regulations.
- Inspection of ships (including passenger vessels) arriving into the port health area to ensure compliance with international and UK health and hygiene requirements including food safety and the control of infectious diseases and to issue ship sanitation certificates as required.
- Screening of Maritime declaration of health documents for vessels arriving within the port health area of jurisdiction.
- Enforcement of legislation relating to the import of Organic food and feed (including liaison with local trading standards teams for feed).
- Enforcement of legislation relating to the import of Plastic Kitchenware's consigned or originating from China and Hong Kong.
- Registration and approval of food premises (includes passenger vessels and factory and freezer vessels)
- Carrying out a programme of food hygiene interventions in a range of land-based premises (manufacturing and catering premises) and registered passenger vessels in accordance with the Food Law Code of Practice and Practice Guidance and the Authority's Enforcement Policy.
- Investigating and resolving complaints about food and food hygiene premises and practices, including liaison with the relevant inland Trading Standards teams where the issue relates to food standards.
- Taking informal and formal action, where appropriate, including the service of Notices, seizure of food, voluntary and emergency closures and any other action deemed necessary to ensure compliance with legislation and to protect public and animal health.



- Accurately maintaining database records by ensuring that all food premises trading within the area of the Authority are registered, and that all information is recorded appropriately on the internal database and PHILIS software (for imports).
- Receiving FSA food alerts (and border notifications in respect of imports), disseminating the information to all relevant team members and ensuring that the necessary actions are taken and recorded as necessary.
- Providing advice and assistance to importers and their agents on imported food related issues.
- Investigate incidents of statutorily notifiable food and water related illness, including liaison with the UK Health Security Agency and other stakeholders, including local directors of public health to determine the source and to prevent further infection.
- Operate the Food Hygiene Rating Scheme in accordance with the Brand Standard; to process and respond to appeals and re-rating requests and to upload data in a timely manner to the FSA's national platform.
- Carry out appropriate food sampling (including surveillance sampling) in accordance with the requirements of the national monitoring plan (imports) and cross regional and local studies.
- Food advisory visits, e.g. to new businesses within the Authority's area of jurisdiction.
- Provision of practical food safety and port health training to environmental health students and support officers.
- Completing verification checks on catch certificates for imports of fishery products to assess compliance with illegal, unreported, and unregulated (IUU) requirements.
- Water sampling within shore-based premises and on-board vessels to ensure that the supply meets safety and water quality standards.
- Issuing export attestations and certificates upon request.

Demands on the Food Service

The Port Health Authority's food safety service is delivered from its Head Office at 257 Hessle Road and from the Border Control Posts at Hull and Killingholme. The Authority's offices are open 8.30 am – 4.30 pm Monday to Friday. Port Health Inspectors are also available at all other times via an out-of-hours standby rota.

As of August 2024, the profile of food businesses classified in accordance with FSA monitoring returns is given below:

- Cranswick Country Foods Ltd - ABP Hull Cold Store, Corporation Road, King George Dock, Hull HU9 5NF (Approval No XA 007) (Distributors/Transport)
- AAK International, King George Dock, Hull HU9 5PX (Manufacturer & Packer)








- EDF & Mann, King George Dock, Hull HU9 5PR (Importer and Exporter)
- The Pride of Hull, River Terminal 1, King George Dock, Hull HU9 5QR (Restaurants and Café)
- The Pride of Rotterdam, River Terminal 1, King George Dock, Hull HU9 5QR (Restaurants and Café)
- Maggie Rays Catering (HOTA), Albert Dock, Hull HU3 1AB (Restaurants and Café)
- PPL Humber Bulk Terminal Limited, Old Ferry Terminal, New Holland, North Lincolnshire DN19 7SD (Importer and Exporter)
- Baxter Storey Limited, Siemens Blade Factory, Alexandra Dock, Hull HU9 1TA (Restaurant and Café).
- Oleon Group Packed Oils and Bulk Terminals, James Street, Goole, East Yorkshire DN15 6BZ (Manufacturer & Packer)
- Ingredion UK Limited, Dexter Works, Barge Dock, Goole, East Yorkshire DN14 5TG (Manufacturer and Packer)
- IBL Bulk Liquids (Storage & Transport) Ltd, Alexandra Dock, Hull HU9 1TA (Distributor/Transport)
- Northern Joy H225 Fishing Vessel, Valient Trawlers Ltd, the Naafi Building, Weston Drive, Caterham, Surrey CR3 5XY).
- Kirkella H7 Factory Trawler, The Orangery, Hesslewood Business Park, Ferriby Road, Hessle, East Yorkshire HU13 0LH (Approval No XA 014) (Manufacturer and Packer)
- Frank Bonefaas H72 Freezer Trawler, The Naafi Building, Westham Drive, Caterham, Surrey CR3 5XY (Approval No XA 015) (Manufacturer and Packer)
- Wiron 5 H110 Freezer Trawler, The Naafi Building, Westham Drive, Caterham, Surrey CR3 5XY (Approval No XA 017) (Manufacturer and Packer)
- Wiron 6 H220 Freezer Trawler, The Naafi Building, Westham Drive, Caterham, Surrey CR3 5XY (Approval No XA 018) (Manufacturer and Packer)
- Shed 27, Associated British Ports, King George Dock, Hull HU9 5PR (Other)
- Olive Catering Services Limited (within AAK), Barn Farm, Sibson Road, Ratcliff, Culey, Warwickshire CV9 3PH (Restaurant and Café)
- Shed 35, Associated British Ports, Humber International Terminal, West Haven Way, Immingham Dock, Northeast Lincolnshire DN40 2YD (Importer and Exporter)
- Shed 23, Associated British Ports, Dry Bulk Office, North Gap, King George Dock, Hull HU9 5PR (Importer and Exporter)



Northern Joy – Side Beam Trawler (registered fishing vessel)



The following food businesses fall within the scope of the national Food Hygiene Ratings Scheme:

Food Business Details	Current Food Hygiene Rating Score	Date of Last Inspection
Pride of Hull River Terminal 1, King George Dock, Hedon Road, Kingston upon Hull HU9 5QR		20 March 2024
Pride of Rotterdam River Terminal 1, King George Dock, Hedon Road Kingston upon Hull HU9 5QR		25 June 2024
Baxter Storey Limited, Siemens Blade Factory, Alexandra Dock, Hull HU9 1TA		30 July 2024
Maggie Rays Catering HOTA Albert Dock Kingston upon Hull HU3 1AB		7 September 2021
Olive Catering Services Ltd AAK, King George Dock Hull HU9 5PX		30 November 2022

Other activities and services provided as part of the Food Service during the 2023/24 period include:

Type of Service/Action	April 2023 – March 2024
Food Hygiene Inspection/Audit (non-approved premises)	7
Food Hygiene Inspection/Audit (approved premises)	0
Sampling (microbiological/analytical)	1
Food Complaints	0
Home Authority/Primary Authority Enquiries	0
Advisory Visits	0
Fishing Vessel Landing Checks	1
Imports (Fish)	1



Imports (HRFNAO)	0
Imports (Plastic Kitchenware)	1
Infectious Disease Reports (including outbreak investigations involving multiple cases)	3
Microbiological water sampling for safety indicators and legionella	463
IUU Catch Certificate Verification Requests	3855
Incoming vessel manifest checks (imported food)	100%
Organic Certificates of Inspection verification checks (imported food control)	12
Export Health Attestations Issued (exports)	33
Ship sanitation certificates issued	130

All food premises are rated according to their level of risk, as defined within the FSA’s Food Law Code of Practice. The risk rating determines the frequency and nature of the interventions that are classed as Official Controls. The table below provides a summary:

Category	Intervention Type*	Frequency
A	Inspection/audit	6 months
B	Inspection/audit	12 months
C – not broadly compliant	Inspection/audit	18 months
C – broadly compliant	Inspection/audit	18 months
D	Inspection/audit	24 months
E	Inspection/audit	36 months

**Further visits may be warranted to incorporate additional interventions including advisory visits, revisits to follow-up non-compliance, sampling, monitoring and surveillance or enforcement action.*

Imported Food Control

In preparation for the delivery of the Governments Border Target Operating Model from the 30 April, the Authority established a 7-day a week service to deliver Official Controls on imported food products via the Hull (GBHUL21) and Killingholme (GBKIL5) Border Control Posts (BCP).

Both facilities were designated by the Animal and Plant Health Agency and Food Standards Agency in April 2024 to receive all categories of imports, except for live animals. Hull Border Control Post is designated to receive packaged goods only.



The new Border Control Posts are operational from 06.00-20.00 Monday to Saturday and from 08.00 – 16.00 on a Sunday. Additional remote support to assist with the completion of documentary checks is provided from 06.00 – 10.00 and 18.00-22.00 Monday to Friday.

The Border Control Posts have a port Official Veterinarian on site during operational hours to oversee the import of products of animal origin. Additional support to deliver the huge volumes of documentary checks that must be completed prior to the import of all medium and high-risk consignments is also available and delivered both from the Border Control Posts and by Officers working remotely.

The Authority’s Official Fish Inspectors (Authorised Port Health Inspectors) are responsible for the completion of controls on imports of medium risk fishery products, high risk food of non-animal origin and plastic kitchenware’s originating from China or Hong Kong.

Between the 30 April 2024 and the 31 July 2024, the BCP’s processed the following numbers of consignments:

Border Control Post	Medium Risk* Consignments of Animal Origin	High Risk Consignments of Animal Origin	High Risk Food of non-animal origin	Plastic Kitchenware	Total throughout*(including low risk)
Hull	1489	4	12	0	3706
Killingholme	7131	0	13	0	14899

**includes transits using GB as a Landbridge*

Delivery of the imported food service will be kept under review once the longer-term operational policies are clarified and progressed by the new Labour Government and DEFRA. An appropriate and sustainable longer term service model, including sustainable financing arrangements is required and the Chief Port Health Inspector continues to advocate for this with key stakeholders including DEFRA and the Cabinet Office.

Service Delivery

The Authority plans and delivers a risk-based Food Premises Intervention Programme based on the requirements of the Food Law Code of Practice (FLCoP). The frequency and type of intervention planned aims to concentrate resources on the worst offenders and higher risk businesses whilst at the same time reducing the burden on compliant businesses.

Where possible, all premises due for a food intervention will be inspected within 28 days of their inspection due date.

All imported container and bulk food traffic is monitored via daily manifest checks throughout the year. Officers check all imported food against relevant legislation and national policy to determine whether Official Controls are required.

Staff resources continued to be affected during the 2023/24 period with challenges in recruiting suitably qualified staff.



Alternative routes to qualification have therefore been considered for the first time and an Apprentice Port Health Inspector, recruited from the Authority’s current pool of support officers, will commence in post from September 2024.

Food Interventions

Any food business that is not broadly compliant with legislative requirements will automatically have a revisit to ensure that they have carried out the necessary improvements to satisfy the Officer that standards have improved since the initial visit. On occasion, more than one Officer may attend a revisit.

During delivery of the food safety service, Officers may need to resort to formal action in some circumstances. Details of the range of enforcement actions available are set out in the following table. It is pleasing to note that no formal action was warranted during the 2023/24 period:

Type of formal action (inland controls)	Number
Hygiene improvement Notice	0
Remedial Action Notice	0
Suspension/Withdrawal of Approval Status	0
Emergency Prohibition Notice/Prohibition Order	0
Seizure/Detention of Food	0
Simple Caution	0
Prosecution	0
Prohibition of Person/s following prosecution	0

Type of formal action (imported food control)	Number
Destruction Order	0
Re-export (outside of GB)	2 (arrived at undesignated Border Control Post)
Special Treatment (processing to enable non-compliant food to become compliant or downgraded to feed)	0

Enforcement Policy

The Authority has prepared an Enforcement Policy to secure an efficient and effective approach to all regulatory and enforcement activities carried out. The policy is consistent with the principles set out



in the Government's Better Regulation Agenda and with the principles of the Enforcement Concordat and it is also intended to improve compliance with legislation while minimising the burden on businesses, individuals, organisations and the Authority. The policy sets out the principles which will enable the service to ensure consistent and open enforcement and is considered when determining the most appropriate course of enforcement action. Management controls are in place to ensure that all decisions on enforcement are consistent with this policy.

The Enforcement Policy is available on the Authority's website and can be accessed here: [General Enforcement Policy](#). businesses are advised of the existence of the policy together with how it can be obtained on all standard letters and reports left following the inspection of the premises.

Food Complaints

The investigation of complaints regarding food safety is an important area of work. The Authority will respond to complaints, prioritising according to risk, but generally aiming to provide an initial response within 3 working days. In the case of urgent investigations, we will endeavour to make contact the same working day. Officers will investigate complaints in accordance with the FLCOP and where necessary, will liaise with the Originating, Home or Primary Authority as applicable.

Food Safety Alerts and Incidents

All food hazard warnings, border notifications and rapid alerts received by the Authority are dealt with under the requirements of the Authority's Food Hazard Warnings Procedure and Food Law Code of Practice. Many of the warnings given relate to food products not retailed in our area; however, each must be assessed to ascertain their relevance to this Authority. Imported food products also have their own electronic rapid alert warning system, and these must also be similarly assessed for their relevance to this Authority. Any action taken is recorded.

Primary and Home Authority Principle

The Home Authority Principle was developed to aid consistent enforcement. The scheme provides businesses with a 'Home Authority' source of guidance and provides a system for the resolution of disputes.

Alternatively, businesses can form a 'Primary Authority' statutory partnership with a Local Authority to assist with consistent enforcement. The guidance and advice the Local Authority provides must be taken into consideration by Officers carrying out inspections and dealing with instances of non-compliance.

Whilst the Authority does not act within a Primary Authority partnership for any food business within its area, the Primary Authority principles are observed when conducting official controls.

Advice to Businesses

The service provides advice and support for all food businesses upon request and while conducting routine interventions. Officers are available to visit businesses to advise on any aspect of food safety and hygiene. Coaching on the implementation of the 'Safer Food Better Business' food safety



management system and relevant food law updates is an integral part of the business support package.

Food inspection and sampling

The UKHSA, in consultation with the Humber FLG locally, co-ordinate the regional and national sampling programme for inland surveillance purposes. The plan is developed to incorporate priorities identified by the national laboratories in consultation with the FLG's and the FSA.

Microbiological examinations are undertaken by the UK Health Security Agency (UKHSA) laboratory at Sand Hutton, York.

Other food samples are sent to the Public Analyst at the Public Analyst Scientific Services laboratory in Wolverhampton for testing for food composition and contamination. Samples taken in relation to food complaints may also be submitted.

Imported Food Inspections and Sampling

The Authority checks cargo manifests for arriving vessels to identify consignments that may require controls. This includes both containerised shipping cargoes and accompanied freight entering Hull and Killingholme. The manifests are scrutinised by the Authority's support officers to identify foodstuffs that may be subject to import controls. Surveillance activities have increased since the introduction of the Border Target Operating Model.

Documentary checks are conducted on all medium and high-risk products of animal origin and high-risk food of non-animal origin. Surveillance is undertaken on low-risk products of animal origin.

The BTOM requires that a proportion of imports will be subject to an identity and physical check (including sampling) at percent check rate that is determined both by the commodity type and country of origin. At the time of writing, identity and physical checks are subject to phased implementation on EU goods and therefore the number of inspections being completed at the Border Control Posts will increase over time.

An imported food surveillance programme is produced every year in accordance with the national monitoring plan (NMP) which outlines the Authority's sampling priorities and its approach to specific local and national demands. This is in addition to sampling completed as part of Official Controls.

The FSA co-ordinate the national distribution of the NMP and are also responsible, as the central competent Authority, for continuing to monitor the results of controls on imports to establish emerging threats or common trends. An early warning system bulletin is circulated monthly by the FSA which is used to review local monitoring activities.

Control and investigation of outbreaks of infectious illnesses and food related infectious disease

The Authority's Officers will investigate both non-food and food related infectious disease notifications in accordance with the requirements of legislation and as agreed with the local Consultant in Communicable Disease Control based within the UKHSA. The response to notifications of illness is



dependent on the severity of the illness or circumstances reported. An out of hours response is available via the standby service.

The investigation of outbreaks will be undertaken in accordance with the Port Health Plan agreed with the UKHSA and often, in consultation with the local Directors of Public Health and other relevant parties.

Liaison with other organisations

This Authority has representatives on the following bodies and committees relevant to the food service:

National

The Chartered Institute of Environmental Health (C.I.E.H) Port Health Special Interest Group.
The IUU Forum
DEFRA Capability Group
Port Welfare Committee
FSA Liaison via the area representative (monthly meeting)
The UKHSA
Association of Port Health Authorities

Local

Humber Authorities Food Liaison Group
UK Border Force
The Maritime and Coastguard Agency

Food Safety Promotions

HGPHA participates in the Food Standards Agency national Food Hygiene Rating Scheme. The scheme is designed to provide information about business hygiene standards to members of the public but is also a useful tool to drive up the performance standards of food businesses.

The Authority also plans to work towards providing an imported food/port health training day for Environmental Health Students.

Training and Development

The development needs of the Port Health Team are monitored by the Chief Port Health Inspector in accordance with the Training Policy & Procedure to ensure that competency requirements, based on the FSA's Food Law Code of Practice and Practice Guidance and the CIEH CPD requirements are fulfilled. Documented training records are maintained.



6. QUALITY ASSESSMENT

Procedures have been devised and implemented to monitor the quality of work of Officers which cover all aspects of the food safety remit:

- Quarterly operational meetings.
- Officer management group meetings.
- Use of procedure notes and specialist professional subscription services.
- Use of standardised inspection report forms, letters and phrases.
- Review of post inspection paperwork and reports by the Lead Officer for Food.
- Monitoring of inspections, visits and actions by documentation checks and accompanied visits.
- Approved premises file review and monitoring.
- Training exercises (including national consistency exercises) as appropriate.
- Officer appraisal, including assessment of developmental needs.

External Monitoring and Verification

The Border Control Posts are subject to both internal and periodic audits by the Animal and Plant Health Agency and the Food Standards Agency.

Internally, the Food Standards Agency is responsible for auditing the food service provision.

The Chief Port Health Inspector is a member of the Humber Food Authority's Food Liaison Group who meet quarterly to discuss developing policy and share good practice, training initiatives etc.

7. RESOURCES

Some of the Authority's services are chargeable. The imported food control service aims to be cost neutral. Please refer to the 'our charges' page on our website for further information : [Our Charges](#)

8. REVIEW OF SERVICES

- During 2023/24, the Authority completed 100% of its scheduled food premises interventions. During the 2024/25 period, it is envisaged that the Authority will maintain its capability to meet the requirements of its current inspection programme.
- On the 30 April 2024, the Authority commenced with the delivery of the Governments Border Target Operating Model (BTOM) on imported food, feed and animal products arriving from the EU. Delivery of the new, risk-based service has required the most significant change to the Authority's operational remit in recent years; the new Border Control Posts at Hull and Killingholme are currently operational for up to 14 hours a day, 7 days a week. In tandem with the on-site work, remote support is provided by Official Veterinarians to complete the high number of documentary checks that must be completed on medium and high-risk consignments entering GB.
- Official Veterinarians and Officers continue to advise on regulatory requirements and answer a significant number of queries relating to import controls. Formal action to prevent food or feed



products that do not comply with Regulatory requirements and/or pose a risk to human or animal health from entering the food chain is also taken in line with DEFRA policy. Food that does not meet import requirements may be subject to special treatment, reexported or destroyed.

- The Authority utilises the PHILIS IT software to manage the administrative workload associated with its imported food controls. Unit detentions are applied electronically using the inventory system Destin8, enabling Officers to hold consignments effectively at the point of entry, pending decisions on the outcome of controls.
- Between 1 January and 12 August 2024, 385 consignments of food were detained by Officers upon entering the ports of Hull and Killingholme, pending the receipt of information/outcome of further investigation. This work is completed as part of the daily surveillance checks undertaken by the Authority.
- In 2023 and 2024 the Authority has participated in joint target operation 'Elleander' with Border Force to gain intelligence on the incidence of porcine products subject to the requirements of the African Swine Fever Import Controls entering the Port of Hull via both commercial and passenger vehicles.
- The Authority has successfully bid for funding available from the Food Standards Agency to participate in national surveillance activities to sample high risk food of non-animal origin at the point of entry.
- Ship inspections continue to be completed on a risk-based basis, depending on the previous history or intelligence-led information. All ships requesting a ship sanitation certificate will be visited and an inspection carried out when service demand allows. Requests are received directly from the vessel or from the ship's agent. Extensions to certificates can be issued by the Authority in the unlikely event that requests for inspections are unable to be serviced.
- Under the International Health Regulations, the Master of a ship has a duty to notify the Port Health Authority of any infectious disease on board. The Authority will investigate any reports of infectious disease and liaise with the Port Medical Officer at the UKHSA and local partners to prevent the spread of infectious disease.
- Potable water sampling, both at the request of ships Master's and for public health surveillance purposes, continues to be undertaken by our Officers. Ships waters are analysed for the presence of microbiological safety 'indicators and the presence of legionella. Shoreside hydrants on the port estates are also periodically sampled.
- Performance against the food service plan is reviewed periodically. This includes a quarterly review by the Officer Management Group (OMG). Summary performance information on the previous years' service plan will be reported within each Food Service Plan. The report shall also identify any variance together with areas of improvement.

9. DOCUMENT REVIEW

This Food Service Plan shall be the subject of a review by the Chief Port Health Inspector, at least annually or as necessary, to meet the requirements of any new legislation or guidance.



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