



Public Protection (food & safety)

Food Premises Inspection Report

Name of business:	Field's News And Convenience
Address of food business:	9 Tombland Norwich NR3 1HF
Date of inspection:	26/10/2021
Risk rating reference:	21/0030o/FOOD
Premises reference:	20/00273/FD_HS
Type of premises:	Convenience Store
Areas inspected:	Shop floor and storage area
Records examined:	SFBB diary and temperature records
Details of samples procured:	None
Summary of action taken:	Informal
General description of business:	Newsagent selling mostly ambient and few high risk foods including ready to eat chilled food

Relevant Legislation

Food Safety Act 1990 (as amended)

Regulation (EC) No 178/2002 applied by The General Food Regulations 2004 (as amended)

Regulation (EC) No 852/2004 and No 853/2004 applied by Regulation 19 (1) of the Food Safety and Hygiene (England) Regulations 2013

Health and Safety at Work etc. Act 1974 and related regulations

Food Information Regulations 2014

What you must do to comply with the law

The report may include **Contraventions** - matters which do not comply with the law . You must address all of the contraventions identified; failure to do so could result in legal action being taken against you.

As a guide, contraventions relating to cleaning, temperature control and poor practice, should be dealt with straight away.

Contraventions relating to structural repairs, your food safety management system and staff training, should be completed within the next 2 months.

Health and safety contraventions should be dealt with within 3 months unless otherwise stated.

To assist you the report may also include **Observations** of current practice, useful **Information, Recommendations** of good practice and reminders of **Legal Requirements** .

My inspection was not intended to identify every contravention of the law and only covers those areas, practices and procedures examined at the time of the inspection. If the report fails to mention a particular matter this does not mean you have necessarily complied with the law.

FOOD SAFETY

How we calculate your Food Hygiene Rating:

The food safety section has been divided into the three areas which you are scored against for the hygiene rating: 1. food hygiene and safety procedures, 2. structural requirements and 3. confidence in management/control procedures. Each section begins with a summary of what was observed and the score you have been given. Details of how these scores combine to produce your overall food hygiene rating are shown in the table.

Compliance Area		You Score				
Food Hygiene and Safety	0	5	10	15	20	25
Structure and Cleaning	0	5	10	15	20	25
Confidence in management & control systems	0	5	10	15	20	30

Your Total score	0 - 15	20	25 - 30	35 - 40	45 - 50	> 50
Your Worst score	5	10	10	15	20	-
Your Rating is	5	4	3	2	1	0

Your Food Hygiene Rating is 4 - a good standard



1. Food Hygiene and Safety

Food hygiene standards are high. You demonstrated a very good standard of compliance with legal requirements. Some minor contraventions require your attention. **(Score 5)**

Contamination risks

Recommendation Keep packaged raw meat (bacon) separate from packaged ready to eat food (such as sandwiches).

Observation All foods are pre-packaged.

Hand-washing

Contravention The following indicated that hand-washing was not suitably managed:

- The bottle of hand soap needed to be replaced

Temperature Control

Recommendation Use the infrared thermometer to check temperatures rather than relying on the equipment settings.

2. Structure and Cleaning

The structure facilities and standard of cleaning and maintenance are all excellent and you demonstrated full compliance with the law. There is evidence of effective pest control and procedures are in place to rectify any problems as they arise. There is good provision for waste disposal. **(Score 0)**

Cleaning Chemicals / Materials / Equipment and Methods

Observation I was pleased to see that the premises was kept clean and that your cleaning materials, methods and equipment were able to minimise the spread of harmful bacteria between surfaces.

Maintenance

Observation You are maintaining the premises in good condition.

Pest Control

Observation I was pleased to see that the premises was proofed against the entry of pests and that pest control procedures were in place.

3. Confidence in Management

There are generally satisfactory food safety controls in place although there is evidence of some non-compliance with the law. The contraventions require your attention. **(Score 10)**

Food Hazard Identification and Control

Contravention The Safe Methods are missing from your Safer Food Better Business pack. Only the diary pages were available.

Information You can download or buy a new Safer Food Better Business retail pack via our website www.norwich.gov.uk/sfbb

Proving Your Arrangements are Working Well

Contravention The opening and closing checks in the diary, and the temperature monitoring records had been completed a week in advance. These should only be completed on the day they are carried out.

Training

Contravention Staff should be retrained in when to complete the opening/closing checks and temperature monitoring records.

HEALTH, SAFETY AND WELFARE

Matters of evident concern

Contravention The stairs to the first floor by design are very steep, have alternating tread and limited head-room. However there are other matters which increase the likelihood that a person may trip or fall on the stairs, including: the nosing is not defined, the handrails do not extend the length of the steps (switch from side to side).

Legal requirement Employees are required to ensure the health, safety and welfare of their employees so far as is reasonably practicable. They are also required to assess the risks to employees' health and safety and put in place preventative and protective measures to control those risks.

Recommendation Highlight the nosing to the steps in a contrasting colour to improve visibility and provide continuous handrails to both sides of the stairs.

Contravention Some stock is being stored on the first floor and staff are required to carry stock up and down the stairs between the shop floor and storage area. These stairs are difficult to navigate due to the design of alternating tread, the steep gradient, the need to stoop to avoid the low ceiling, and alternating hand holds. Users are likely to require both hands to provide stability. Carrying stock by hand up/down the stairs increases the likelihood that a person will fall on them which could result in serious personal injury.

Legal requirement Employers are required to ensure that hazardous manual handling operations are avoided so far as is reasonably practicable.

Recommendation Review your operation to determine whether this activity needs to take place, for example can spare stock be stored on the ground floor or delivered as and when required rather than being stored on site or could you install mechanical means to move stock between floors.