



Feidhmeannacht na Seirbhíse Sláinte
Health Service Executive

2019

Environmental Health Service Delivery Plan



Building a Better Health Service

CARE COMPASSION TRUST LEARNING

Goal
1

Promote health and wellbeing as part of everything we do so that people will be healthier

Goal
2

Provide fair, equitable and timely access to quality, safe health services that people need

Goal
3

Foster a culture that is honest, compassionate, transparent and accountable

Goal
4

Engage, develop and value our workforce to deliver the best possible care and services to the people who depend on them

Goal
5

Manage resources in a way that delivers best health outcomes, improves people's experience of using the service and demonstrates value for money

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Introduction

This Environmental Health Service (EHS) Delivery Plan has been prepared in line with the priorities of the Health Service Executive National Service Plan (NSP). It also reflects the goals of the 'Healthy Ireland' & 'Tobacco Free Ireland' policies. This delivery plan also takes account of the EHS obligations under the HSE/ FSAI Service Contract 2016 – 2018 (extended to the end of 2019).

It sets out the actions and level of activity to be carried out by the EHS at national, regional and local level in 2019. It builds on the priorities from 2018, taking into account emerging issues, new legislation and available resources.

The EHS works in close co-operation with colleagues in the HSE and has formal links with other lead statutory agencies and government departments. The EHS reports to the National Director, National Services.

The EHS plays a key role in protecting the public from threats to health and wellbeing (Goal 3 Healthy Ireland policy). The primary role of the EHS is as a regulatory inspectorate responsible for a broad range of statutory functions enacted to protect and promote the health of the population i.e. food safety, tobacco control, cosmetic product safety, sunbed regulation, alcohol control, fluoridation of public water supplies, drinking and bathing water quality investigation, International Health Regulations, infectious diseases investigations, pest control, planning/ environment. These functions include activities such as surveillance, complaint investigation, inspection, audit, sampling, enforcement, education, research and advocacy.

While the HSE/EHS has a statutory role in these areas it exercises many of these functions in collaboration with other state agencies, some of which have specific lead roles. Consequently, most of the EHS functions are carried out in accordance with Service Contracts, Agency Agreements or in collaboration with external agencies e.g. Food Safety Authority of Ireland (FSAI), Health Products Regulatory Authority (HPRA), Environmental Protection Agency (EPA), Irish Water (IW) and Local Authorities.

The multi regulatory approach facilitates the enforcement of multiple areas of legislation during a single inspection in a single business premises e.g. food safety, tobacco control, pest control and cosmetics regulations. This approach is widely acknowledged as being effective and efficient and is consistent with the Government's objective to reduce the regulatory burden on business operators. This approach also provides flexibility to temporarily reallocate resources in response to crises such as outbreaks of infectious disease, food incidents/alerts and other emerging health risks requiring control.

Healthy Ireland

While the goals of Healthy Ireland, in particular Goal 3 – protecting the public from threats to their health and wellbeing - underpin the activities of the EHS, it will also contribute to the wider Healthy Ireland agenda through

- involvement in the development and support of the Health and Wellbeing Healthy Ireland Implementation Plans for CHOs (Community Health Organisations) and hospital groups, and
- supporting input into the health and wellbeing aspects of Local Community Development Plans.

The EHS will avail of every opportunity to communicate the Healthy Ireland vision and, in particular, will highlight the supports available to staff to improve their own safety, health and wellbeing. (Healthy Ireland Implementation in the Health Services, Actions 59 & 64). The service will continue to engage with staff to capture local area Healthy Ireland ideas and initiatives that can be shared and adopted nationally. (Healthy Ireland Implementation in the Health Services, Action 57).

The EHS will continue to work in partnership with the Health and Wellbeing priority programmes and continue to participate in the Tobacco, Alcohol and HEAL policy priority programme implementation groups.

The EHS will continue to work with colleagues in Health Promotion & Improvement and Public Health to complete the sustainability pilot, an initiative to develop an approach to the way in which HSE offices can improve their sustainability; including energy efficiency, waste recycling, rain water harvesting, green/active travel and other sustainability approaches in relation to office based activities.

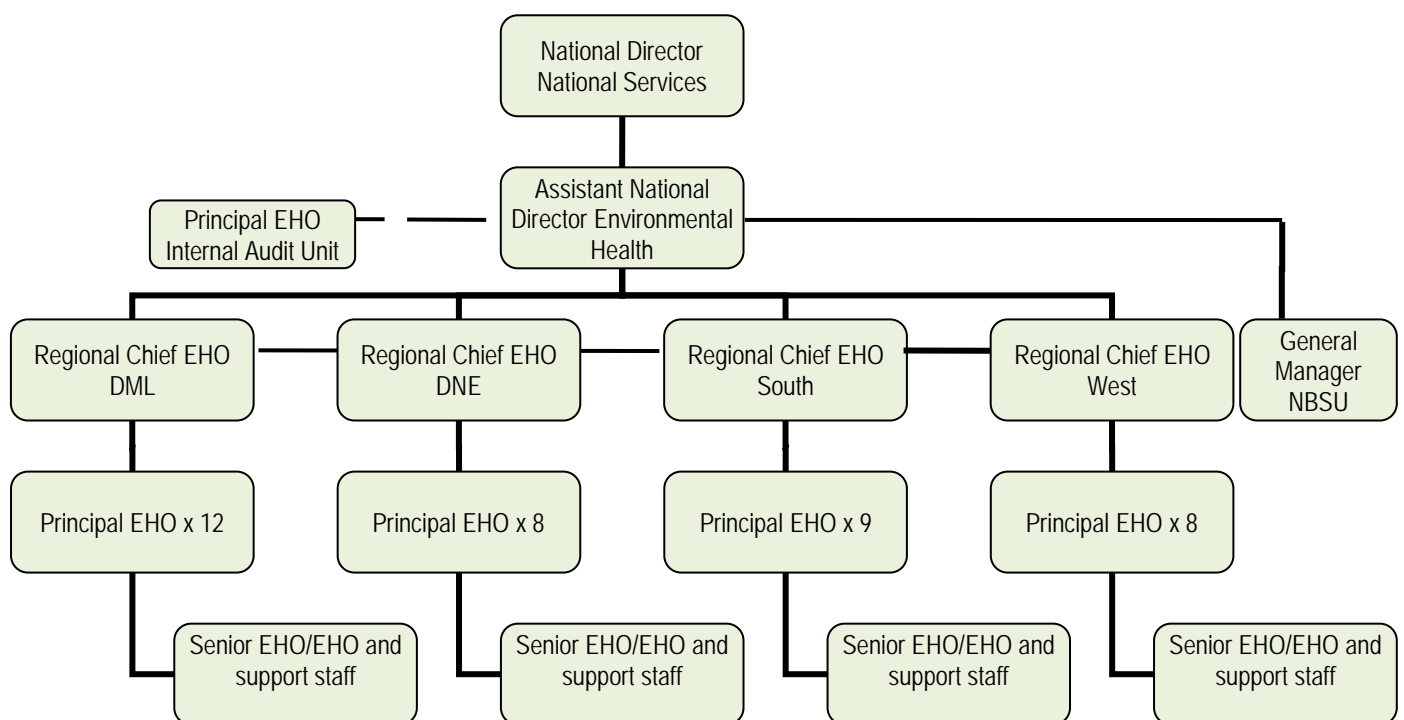
Partnership

- The EHS will continue to meet with the EPA as part of the HSE/EPA Memorandum of Understanding (MOU) Steering group to ensure co-operation in relation to health and the environment.
- The EHS will continue to meet with the HPRA to co-ordinate cosmetic control surveillance activities in line with legislation. The EHS will continue to work with relevant HSE parties to finalise a HSE/HPRA MOU in 2019.
- The EHS National Management Team will continue their quarterly liaison meetings with the FSAI under the auspices of the HSE/FSAI Service Contract 2016-2018 (extended to 2019).
- The EHS will work in co-operation with Public Analyst Laboratories (PAL) and Official Food Microbiological Laboratories (OFML) in relation to food product safety and cosmetic product safety.
- The EHS will work in co-operation with Public Health colleagues in relation to infectious diseases incidents, outbreaks and water quality issues.
- The EHS will work with colleagues within the HSE to protect public health and deliver on the goals of Healthy Ireland including implementation within the Health Services.
- The EHS will continue to work with other HSE stakeholders in planning submissions to planning authorities and EPA with regard to development and licensing.

Overview of the Environmental Health Service

The Environmental Health Service (EHS) is managed nationally by the Assistant National Director for Environmental Health (AND EH), regionally by four Regional Chief Environmental Health Officers (RCEHOs) and locally by 37 Principal Environmental Health Officers (PEHOs). The AND EH reports to National Director of National Services. The EHS is supported by a National Business Services Unit managed by a General Manager.

The EHS has national operational units (OU) whose role is to support the relevant lead RCEHO and national networks in the strategic direction and national operation of these functions: food safety, food product safety, tobacco control, cosmetic product control, sun-bed control, port health, environment, water, alcohol and EHS support. Each OU has developed a delivery plan for 2019. These OU delivery plans are key elements of the overall delivery plan for the EHS for 2019. There are also a number of national EHS working groups which provide co-ordination and development of EHS activities. The EHS has an internal audit unit to provide assurance to management on the appropriate operation and effectiveness of clinical service delivery



The EHS is staffed by dedicated professionals whose primary role is to promote and protect the health of the public. All Environmental Health Officers are professionally qualified, holding as a minimum a BSc Degree (Hons) in Environmental Health (or equivalent) with many holding additional post graduate qualifications.

The EHS at local level consists of a PEHO, SEHOs, EHOs, administrative and support staff. The staffing of individual local areas varies and is influenced by considerations including range/scope of functions, associated workload, demographic and historical factors.

2019 Priorities

The EHS delivery plan priorities for 2019 have been identified having regard to the

- HSE National Service Plan (NSP)
- HSE Corporate Plan (CP)
- the current available resources and
- the need to deliver an integrated service within budget and available whole time equivalents.

The EHS Key Performance Indicators (KPIs) are listed in the Appendix 1.

The Department of Health (DoH) requires the HSE to take action as detailed in the HSE National Service Plan (NSP) for 2019 and the Letter of Determination.

Brexit has implications for official controls, in particular the controls for food imports/exports that the Environmental Health Service has legal responsibility to enforce.

As Irish Water continues infrastructural development, a significant budgetary issue for the Environmental Health Service in 2019 will be identifying and agreeing a sustainable funding model to ensure compliance with fluoridation requirements in public water supplies.

The introduction of the *Public Health (Alcohol) Act 2018* represents an opportunity for the Environmental Health Service to have a positive impact on reducing alcohol consumption through the enforcement of the Act.

Priorities and Actions

Protection of our population from threats to health and wellbeing through the provision of environmental health services.

- In order to respond to the impact of Brexit, increase capacity to carry out official controls on food imports at ports and airports, and respond to additional requests for food export certificates.
- Implement the HSE Food Safety Authority of Ireland (FSAI) Service Contract 2016-2019. The EHS will take the necessary steps to ensure that Regulation (EU) 2017/625 on official controls is implemented from 14th December 2019.
- Undertake a sun bed inspection programme, including planned inspections, test purchase and mystery shopper inspections, under the Public Health (Sunbeds) Act 2014.
- Enforce HSE environmental health tobacco control statutory responsibilities focusing on areas of greatest non-compliance and new tobacco control legislation, in particular on non-compliant smoking areas, retail price promotions and scoping of service requirements in advance of the proposed introduction of licensing of retailers of tobacco and non-medicinal nicotine delivery devices including E cigarettes.
- Develop National Tobacco Control Operational Unit market surveillance capabilities by working with other Market Surveillance authorities and attendance at market surveillance meeting at national and EU level as appropriate.
- Support the development of guidance on the provisions of the Public Health (Alcohol) Act 2018 in partnership with the DoH and prepare for the enforcement of the provisions that will be operational in late 2019.
- Engage in on-going discussions with the DoH and Irish Water to review the current level of compliance with fluoridation requirements and identify and agree a sustainable funding model that can meet legislative requirements.

To ensure that we operate within funding and staffing constraints and simultaneously meet our legal obligations we will maximise efficiencies and take business decisions on the range and activity level of services to be delivered. In this context we will be guided by the following principles:

- **We will follow up on all areas of non-compliance across all functions and take timely enforcement action to ensure compliance is achieved or non-compliance is penalised as appropriate.**
- We will focus on quality and continuous improvement.
- We will protect public health.
- We will focus on our core business.
- We will comply with our legal responsibilities.
- We will drive efficiency through best practice and value for money.
- We will continue to implement reconfiguration to address equity within the respective areas.
- We will use evidence based best practice in our endeavours.
- We will take a risk management approach to planning and operation of the service.

In general the activities undertaken by the EHS can be divided into demand lead reactive activities and proactive scheduled activities. Variation in the volume of demand lead activities can impact on the proactive/scheduled activities. This business plan sets out the prioritisation for all activities.

Reactive activities

These comprise activities driven by external demand which cannot be planned or scheduled. This work includes complaints, safety alerts, product recalls, incidents, emergencies, outbreaks/cases of illness, applications for approvals/licences /permits/registration, enforcement actions, parliamentary questions, Freedom of Information requests, planning and development consultee requests and responses to requests for advice & queries. These are prioritised on a risk basis and are reported upon routinely via internal/external performance measurement processes.

Proactive scheduled activities

These comprise activities which can be scheduled and planned such as inspection, sampling, surveillance, monitoring activities. These are reported upon routinely via internal/external performance measurement processes.

Risks to Delivery of the Plan

Budgetary constraints that may impact on service delivery

- Scale and impact of unfunded cost pressures in respect of Fluoridation (Capital, Operational & Acid); Accommodation/Lease cost increases; unfunded pay awards; further income reductions in respect of services provided for some Local Authorities on an agency services basis.
- As yet un-quantified budget reductions in pay and non-pay.

HR - Recruitment – possible restrictions on the filling of permanent and temporary vacancies resulting in staff resource deficits leading to inability to deliver on key priorities.

Transition to New Structures

- Securing appropriate Finance, HR, Communications and Planning supports within the new structure.
- Maintaining and developing critical relationships with Public Health and Laboratories.

External Developments

Brexit has implications for official controls, in particular the controls for food imports/exports that the Environmental Health Service has legal responsibility to enforce.

As Irish Water continues infrastructural development, a significant budgetary issue for the Environmental Health

Service in 2019 will be identifying and agreeing a sustainable funding model to ensure compliance with fluoridation requirements in public water supplies.

The introduction of the *Public Health (Alcohol) Act 2018* represents an opportunity for the Environmental Health Service to have a positive impact on reducing alcohol consumption through the enforcement of the Act.

Quality

Managing Quality

Ensuring the quality of service delivery is the responsibility of every staff member in the EHS.

All EHS work activities are to be carried out in accordance with documented procedures.

A priority for 2019 will be to continue the focus on the quality of the services that the EHS deliver, which will include measures to verify effectiveness, local procedures to review inspection activities and outcomes

Quality Improvement

- The EHS will consider, on an on-going basis additional measures which can be introduced to improve the quality of service delivery.
- The EHS including all line management and staff are committed to co-operating with and supporting the EHS internal audit function. The internal audit unit will carry out a scheduled audit programme for 2019 which will include functions outside of official food controls. Corrective action plans will be agreed and implemented through the line management structure. The AND EH has overall responsibility to ensure that any corrective actions from internal audits are completed.
- Evidence of best practice and recommendations for continuous improvement will be communicated to all staff via the line management structure and national steering committees/operational units.
- Corrective actions identified by HSE, FSAI and Sante F audits will be completed within agreed timeframes.
- Control assurance statement (CAS) process requirements will be implemented within agreed timeframes.

Risk Management

Managers and staff have a central role to play in the success of the organisation through their dedication, commitment and conduct. They also have a leadership role to demonstrate these standards to their colleagues by their day to day example. Critically, they have specific responsibility for compliance with all aspects of the legislative and governance framework including control, risk management and assurance in their areas of responsibility.

The Environmental Health Service has a national risk register in place overseen by national management team. The draft risk management protocol will be reviewed by National Management Team and following consultation with the EHS will be implemented. It will incorporate local, regional and national risk registers and a review schedule to ensure the timely and effective management of risk.

Research

- EHS will continue to work in close collaboration with HSE colleagues and the EPA on the development of a 'roadmap' for Environment and Health research that will help guide the manner in which identified knowledge gaps in the environment and health sphere may be addressed through research and other avenues. EHS will continue to actively contribute to EPA research fora as requested.
- EHS will continue to assist in the design of the annual HSE EPA conference agenda to advance the joint research objectives and in accordance with the joint MOU.
- EHS will roll out the Environmental Health Research Strategy 2018 – 2021. Overall the integration of research within the EHS will deepen with an emphasis on research and knowledge management as a function of the EHS, which will be enhanced by the new networks model.
- Collaboration with the Technical University Dublin (TU Dublin) Environmental Health Science Institute (EHSI) and related consortium will continue and other links with relevant research institutions will be developed where appropriate.
- EHS will continue to participate where possible in the European Commission funded HBM4EU Human Bio monitoring project and aims to establish a National Hub in Ireland to share information on the initiative HBM4EU is coordinating and advancing on human bio-monitoring in Europe and so provide better evidence of actual exposure of citizens to chemicals. In addition it provides a robust interpretation of human bio-monitoring data and the possible impact of chemical exposure on human health using the most up to date scientific tools.
- EHS will continue to work within the EU Joint Action on Tobacco Control Programme. The general objective of the Joint Action is to provide support for the implementation of the Tobacco Product Directive throughout the 28 EU Member States. The EHS will share its expertise in tobacco control and regulatory compliance where appropriate.
- EHS will facilitate the EU Healthy Gateways Joint Action as a follow on from the SHIPSAN Act project. This Joint Action aims to support cooperation and coordinated action of Member States to improve their preparedness and response capacities at points of entry. This includes ports, airports and ground crossings, in preventing and combating cross-border health threats from the transport sector.

Finance

2019 Budget by Service / Function*	Pay	Non Pay	Income	Net Expenditure
	€m	€m	€m	€m
EHS	37.757	10.041	3.644	44.153

The EHS must meet a break even position by year end. The EHS is committed to adhering to the pay and staff numbers ceiling and to the on-going maintenance of the staff census. As a follow up to the controls assurance statement process, centrally organised local area audits of financial controls shall be carried out in each region in 2019.

The EHS will review its budget /outturn for 2018 and realignment will be completed to accurately reflect the pay and non-pay elements of local budgets.

All budget holders and other managers have a direct responsibility to be proactive in ensuring that they are aware of, understand and comply with policies and procedures.

In relation to internal control systems, the priority for all managers is to ensure that effective systems and procedures are in place so as to ensure that financial transactions are legal, properly incurred and correctly accounted for. This will support the production of accurate and timely accounts, and the meeting of other financial obligations and objectives, within a secure control environment.

Competence and professional integrity are essential components of a sound internal control review. The responsibilities identified below are basically those found in each employee's job description and not additional responsibilities.

- Employees will:
 - fulfil the duties and responsibilities established in one's job description;
 - meet applicable performance standards;
 - attend education and training programs as appropriate to increase awareness and understanding as directed by the line manager;
 - take all reasonable steps to safeguard assets against waste, loss, unauthorised use and misappropriation;
 - report breakdowns in internal control systems to the line manager;
 - will refrain from the use of official position to secure unwarranted privileges;
 - will adhere to all HSE financial control regulations and requirements.

- Managers in addition to the above will:
 - maintain an office/clinical environment that encourages the design of internal controls;
 - document policies and procedures that are to be followed in performing office/clinical functions;
 - identify the control objectives for the functions and implementing cost effective controls designed to meet those objectives;
 - regularly test the controls to determine if they are performing as intended.

Fluoridation Costs

The Fluoridation of Water Supplies Regulations (SI 42 of 2007) extended the requirement for fluoridation from specified public water supplies (~220 PWS) to all PWS (~950). No associated funding provision was provided for this significant expanded requirement and consequently the number of PWS with fluoridation facilities remains at ~220. IW has recently estimated that extending fluoridation to all PWS as required by SI 42 of 2007 would incur capital costs of ~€20 million with additional operating costs of ~€14.7million per annum.

There is a statutory requirement to fluoridate all PWS. However, current funding levels are inadequate to maintain existing fluoridation arrangements. Any expansion in the fluoridation of water supplies would require additional funding. There is an urgent need for the development of a strategic funding model for drinking water fluoridation.

In 2019 EHS will continue to work with the DoH and Irish Water to develop an appropriate strategic funding model for fluoridation. This matter is included on the HSE Risk Register.

Reducing Overtime Costs

- Overtime costs will continue to be tightly controlled by line management. Overtime will only be approved where establishments are not available during normal working hours or agreed with RCEHO.

Workforce

Environmental Health Service breakdown by staff category (as of December 2018)

Service	Medical / Dental	Nursing and Midwifery	Health and Social Care Professionals	Management / Admin	General Support Staff	Other Patient and Client Care	Total
Total Headcount			550	10	12		665
Total WTE			475.96	88.54	10		574.5

- Employment controls in 2019 will be based on the configuration of the workforce that is within funded levels.
- Resources will be assigned in relation to identified service requirements in line with the delivery plan priorities.
- Resource allocation decisions will be made based on reconfiguration model requirements.
- An additional 68 funded posts have been approved in 2019 to support BREXIT functions. These is not included in the table above.

Reconfiguration

The reconfiguration process has been very successful; enabling the Environmental Health Service to provide a more equitable service throughout the country by ensuring a better match of available resources to service need. The Environmental Health Service in 2018 completed a review following 3 years of implementing the staff reconfiguration model introduced in 2015.. This has resulted in the establishment of networks to liaise with national operational units across all functions. The reconfiguration model will be updated during 2019.

Student Professional Placement

- Each local area in the EHS will facilitate a student placement in 2019 if so requested.
- EHS will continue to engage with TU Dublin and EHA1 to seek improvement in delivery of professional practice.
- EHS will engage with TUDublin on the governance of the BSc Environmental Health course.

Administration Review

- A resource needs appraisal for administration within the EH service will be completed by end of 2019 in the context of overall service needs.

Staff Engagement

Staff health and wellbeing is a strong predictor of quality service delivery and a core facet of quality improvement and enablement programmes. Staff engagement improves health service user's health outcomes. Therefore the EHS considers staff health, wellbeing and engagement as a priority. (Healthy Ireland Action 57).

The EHS recognises the importance of active staff engagement of all grades.

Staff engagement will continue to be undertaken with staff at all levels in EHS via scheduled local, regional and national meetings.

- Staff are to be encouraged to become involved through membership of EHS networks/operational units and ad hoc groups. Staff will be consulted on key service developments via a variety of consultation methods.
- Line managers will hold one to one review meetings with all staff twice a year.
- EHS are committed to promoting and supporting the Values in Action initiative.

Workplace Staff Safety, Health and Wellbeing

- The staff safety health and wellbeing network including the operational unit will continue to provide co-ordination and support consistency of EHS health and safety management systems by proactively identifying initiatives to support staff wellbeing.
- The operational unit will consult and make recommendations on procedures to standardise the above areas for the EHS.
- Building of management and leadership skills will be supported to actively promote a culture of valuing staff health and wellbeing in line with Goal 4 of the HSE corporate plan and the HI Health Services Implementation Plan

Continuous Professional Development (CPD)/Learning & Development (L&D)

Training for the EHS in 2019 will be planned and implemented to support the Service in its delivery of its business plan, to meet essential training needs, to up skill staff in emerging issues and to share knowledge and experience.

A national training plan will be developed for the service for 2019 by the CPD SC/OU in conjunction with the OU networks and will be approved by the EHMT. Training will include a blend of national, regional and local events as appropriate. Web conferencing and other methods to transfer knowledge will be optimised as appropriate. The specialist operational units will arrange relevant training under the auspices of the national training plan. Some training will be deemed mandatory for all to complete. This will be further defined in the CPD Plan 2019.

- Management/leadership development for PEHOs and SEHOs will continue.
- Initiatives to support staff resilience at all grades will be developed and implemented as appropriate.
- Specific induction training days, in relation to core responsibilities, will be developed for new EHOs and promotional grades in 2019.
- Further development of the EHS Library will continue through the addition of relevant documents and information. Awareness of the availability of this resource is actively encouraged and supported.

Attendance Management

EHS will continue to work with HR to build on the progress made over recent years in improving attendance levels.

- All line managers shall implement the Managing Attendance policy and actively support staff to return to work following illness.

- Each PEHO shall review their absenteeism data on a monthly basis, complete and return the absenteeism template/commentary and return same to their RCEHO.

Accountability

Implementation of the Delivery Plan

The Delivery Plan sets out the key functions of the EHS and the order of priority in which these functions must be delivered in 2019.

- No activity outside of the identified priorities shall be undertaken without the agreement of the RCEHO.
- Activities must not be carried out at a level beyond that set in the delivery plan without the agreement of the RCEHO.
- Once a target has been achieved, proactive activity for that action in the delivery plan must cease.
- PEHOs must allocate resources and organise services locally to implement the actions in the priority in which they are listed.
- PEHO must produce their local area delivery plan within two weeks of receiving the finalised Delivery Plan and Resource Workbook and forward it to the RCEHO.
- If a local area identifies that it has surplus resources than that required to comply with the delivery plan priorities, they shall discuss the issue with the RCEHO with a view to the possibility that some resource be used to support a more equitable distribution of work for staff across areas.
- If a PEHO identifies that not all delivery plan priorities can be achieved within the local area resources (due to temporary staff deficits), the PEHO shall engage with the RCEHO on a reprioritisation and reassignment process to ensure delivery plan priorities are addressed and to support a more equitable distribution of work for staff:

Local Authority Agency Services

- A delivery plan for local authority activities must be completed by relevant PEHO and sent to RCEHO by end of Q1 which includes details of workforce, financial arrangements and activities and targets for 2019
- If contracted services or an agency service agreement is varied or discontinued by either party during 2019 the consequences must be discussed in advance with the relevant RCEHO.

Monitoring Delivery of the Delivery Plan

Each manager must be aware of the specific performance measurement and reporting requirements for their area and their responsibility, authority and accountability for providing the data required, analysing and explaining gaps in performance and implementing performance improvement as required.

In keeping with the HSE accountability framework, accountability is managed through the line management structure. The EHS delivery plan is a cornerstone of this framework and is reviewed at one to one meetings, local, regional and national meetings;

The EHS has an accountability process in place at each level of the organisation through its line management structure.

Routine quarterly monitoring of the delivery plan priorities, via the Environmental Health Information System (EHIS), assesses achievement against the delivery plan at national, regional and local level.

Each line manager must plan in line with the delivery plan, carry out its activities, monitor its performance on a routine basis and take corrective action as required.

The national EHS management team review on a monthly basis the achievement of targets, as an early warning system to assess levels of performance. Following this review the RCEHO communicates, where necessary, with the PEHOs. This should include positive feedback on performance, not just feedback in relation to underperformance. Where underperformance is identified the RCEHO works with the PEHO to establish root causes and agree corrective action if necessary.

In 2019, the Service will continue to develop its reporting and analysis capabilities from the Environmental Health Information System (EHIS) and focus on developing measures to further assess the effectiveness of the Service.

Managing Performance

Performance will continue to be managed through the line management structure of the Environmental Health Service. This is the route for escalation and intervention.

- Targets and performance measurement will be established and agreed individually with each staff member, which should include the targets under the headings in the delivery plan. The targets must take into account all individual activity scheduled for the year including agreed performance achievement objectives, project and advisory work (local and national). In setting individual targets, reference must be made to the reconfiguration model resource calculations for benchmarks.
- PEHO/Delegate will hold a one-to-one review with each staff member on progress of the delivery plan twice a year. Included in the one-to-one at minimum will be a review of assessment of targets, obstacles to achieving same (if any), agreement of following half year priorities and progress of EHO objectives, including positive feedback on performance, not just feedback in relation to underperformance.
- Any significant underperformance against targets set at local area level should be advised to the RCEHO as soon as it becomes apparent.
- Monthly reviews of the following will be undertaken by PEHO/SEHO/EHO to monitor and control the achievement of the Plan at each level using EHIS reports:
- Quarterly review of premises with non-compliant smoking areas will be undertaken by PEHO/SEHO to monitor and control the achievement of the delivery plan. A new report on the premises with non-compliant smoking areas will be updated on a monthly basis as part of the performance monitoring suite that is issued to PEHOs.

- If quarterly targets are not met a report, which outlines the reasons for same, is to be submitted by the PEHO to their RCEHO at the end of that quarter.

2019 Priority Actions

This is the expected level of activity to be completed by each local area in 2019.

The delivery plan targets supersede the Guidance Note 1 targets and this has been agreed by the National Management Team and the FSAI have been informed.

EHS National level priorities Key Result Area	Operational Actions 2019	Measure of Performance	Target / Expected Activity 2019	Start Date	End Date
N1	Review the EHS position paper on effectiveness	Position paper reviewed with methodologies for assessing effectiveness at local level included. Focus will be on moving non-compliance to compliance or appropriate enforcement action.	Revised paper implemented in all local areas. FSAI and Sante F audit finding closed.	Q1	Q3
N2	Formulate and agree EHS Enforcement Policy	Publication of agreed policy	Completed policy	Q2	Q4
N3	Carry out a review of EHS administration	A resource needs appraisal for administration within the EH service will be completed by end of 2019.	Resource needs appraisal completed	Q1	Q4
N4	Each local area to facilitate student placement if allocated a student.	Locations for student placement identified	Local areas designated to accept student placement	Q2	Q4
N5	Include in existing local area financial resource supports for elderly persons in difficult housing situations	Budget allocation identified in local area budget	Where necessary	Q1	Q4
N6	Prepare EHS for the impact of Brexit	In order to respond to the impact of Brexit, continue the planning for the impact subject to the best available data. To increase capacity to carry out official controls on food imports at ports and airports, and respond to additional requests for food export certificates subject to adequate funding being made available to the HSE in 2019 to address the requirements identified by Environmental Health Services in preparation for Brexit in 2019.	Plan for the impact subject to the best available data. Increase capacity to carry out official controls on food imports at ports and airports. Respond to additional requests for food export certificates. All above subject to adequate funding provision.	Q1	Q4
N7	Prepare EHS for implementation of Regulation (EU) 2017/625 on official controls	Necessary steps taken to ensure implementation including training as required	Planning for implementation of Regulation. Training as required	Q1	Q4

N8	Oversee national financial budget	Production of monthly reports and report nationally on same			
N9	Roll out of EHS Research Strategy 2018 -2021	Quarterly report of activities issued	Progress report issued at year end	Q1	Q4
N10	Oversee national EHS HR resources management	Provide monthly report to national offices. Produce staff deficit table. Liaise NRS HPS recruit re on-going recruitment	On-going reports produced	Q1	Q4
N11	Support the development of the provisions of the Health and Wellbeing (Healthy Workplaces and Calorie Posting) Bill 2016 in partnership with the Department of Health	Contribute as required to the drafting of the Heads of the Health and Wellbeing (Healthy Workplaces and Calorie Posting) Bill 2016.	Support completion of Heads of Bill	Q1	Q4
N12	Reducing alcohol consumption and related harms. Develop an implementation plan and appropriate guidance for the Public Health (Alcohol) Act 2018 (Number 24 of 2018) in conjunction with Department of Health	Development of guidance and training documents in association with the DoH. Development of new EHIS Alcohol function and associated EHS Business Rules and Protocols.	Guidance and training documents completed in conjunction with the DoH. EHIS and Protocols in place for commencement of specified functions 2019	Q1	Q4
N13	Implement pilot Health sustainability projects in selected sites to support and inform the HSE Sustainability Strategy for Health, working with the National Sustainability Office (NSO) to ensure a Health and Wellbeing agenda is addressed	Completion of pilot project in selected sites	Pilot project completed in selected sites and report completed	Q1	Q4
N14	Develop further the IT capacity of the EHS. Commence roll out of the EHIS mobile app and devices for Tobacco Control inspections initially, followed by all functions in all PEHO areas	Roll out of EHIS mobile app and devices to all areas	The device in the local area being used for all inspections.	Q1	Q4
N15	The EHS will continue to move towards a reduced paper system and to this end the achievement of a Document Management System will be prioritised to work alongside EHIS	Document Management System in place	All areas using Document Management System as part of EHS		
N16	Continuous Improvement of Data Quality Data analysis will continue to ensure the continued improvement of data quality.	Data quality monitoring to be undertaken locally and nationally to ensure that all work carried out locally is included in all applicable reports.	All areas to monitor and continue to improve data quality. All areas to comply with data quality improvement requests	Q1	Q4

N17	National EHS Protocols (latest controlled version available on EHIS) to be used for all functions	All staff should follow the latest controlled version of EHS Protocols (available on EHIS), unless in their professional opinion an alternative course of action is warranted in a specific case. In such circumstance the rationale for deviating from the protocol should be discussed with the PEHO and documented.	All areas implementing latest controlled version (available on EHIS)	Q1	Q4
N18	Delivery plan for Operational Units	Develop and implement a work plan for each Operational Unit	Delivery plan for each operational unit signed off by EH National Management Team.	Q1	Q1
N19	Proposal for Tobacco Licensing Regime	Provide a scoping document identifying the potential legal and resource requirements of the proposed licensing scheme for tobacco and non-medicinal nicotine delivery devices including E cigarettes	Scoping document completed	Q1	Q3
N20	Reconfiguration Model	Review the reconfiguration model to assess additional areas of activity that may need to be included and review whether the formulae for existing activities are still appropriate.	Reconfiguration Model assessed and updated where necessary.	Q2	Q4
N21	Strategic development of market surveillance	Further develop expertise/ processes and responses to market surveillance duties.	Liason and attendance at relevant meeting with other market surveillance agencies, with DG Sante and market surveillance fora as appropriate	Q1	Q4

Priority 1 Reactive Activities						
Priority 1 Reactive Activities Key Result Area	Operational Actions 2019	Measure of Performance	Target / Expected Activity 2019	Operational Lead	Start Date	End Date
Bathing Water	All bathing water notifications must be risk assessed as per EH protocol	Bathing water notifications notified to HSE by Local Authority risk assessed within one working day. EPA notifications received by HSE risk assessed within one working day.	100%	PEHO	Q1	Q4
Food Safety Import Control Food of non-animal origin imported into the state from third countries	Complete increased official controls on products subject to Annex 1 of 669/2009, and Annex 1 of 884/2014 and make specialised decisions for the importation of a particular food commodity where applicable	% of documentary, identity, physical checks and sampling carried out	100% document checked Percentage of identity, physical and sampling checks carried out, as required by applicable legislation	Identified Team PEHO	Q1	Q4
Licensing	Process notifications received by Environmental Health Service as required	Number of 852 food notifications received	Reactive, quantified as per report	PEHO	Q1	Q4
Approvals	Issue approvals by Environmental Health Service as required	Number of 853 approval decisions	Reactive, quantified as per report	PEHO	Q1	Q4
Export Certs	Issue certificates by Environmental Health Service as required while moving to centralised electronic system	Number of export licences issued.	Reactive, quantified as per report	PEHO	Q1	Q4
Sporadic (confirmed & unconfirmed) cases of infectious disease and outbreaks	All cases must be risk assessed as per EH protocol within 1 working day of receipt	Risk assessed within one working day.	100%	PEHO	Q1	Q4
Sunbeds	Enforcement of the Public Health (Sunbeds) Act 2014	Notifications to be actioned. FPNs to be served where there is non-compliance with notification requirement 2019/2020 by the 1 st May 2019.	100% 100%	Sunbeds Operational Unit incorporating National Office (SNO)	Q1	Q2

<p>Complaints /Referrals</p>	<p>Complete risk assessment of environmental health complaints received from the public by the EHS within one working day.</p> <p>Receipt of all environmental complaints logged and where received from an Environmental Authority, HSE Service or allege significant public health risk, health risk assessed as per Protocol 53</p>	<p>% of environmental health complaints from the public risk assessed within one working day.</p> <p>% of complaints logged and % of risk assessments completed.</p>	<p>95%</p> <p>100%</p>	<p>PEHO</p>	<p>Q1</p>	<p>Q4</p>
<p>Rapid Alerts/ Rapex Alerts /Incidences /Recalls for all legislation/ Referrals from OUs</p>	<p>Alerts/Recalls/Incidents/ Referrals to be actioned as per instructions issued and logged accordingly.</p>	<p>Total number of Alerts for Action received.</p>	<p>100%.</p>	<p>PEHO</p>	<p>Q1</p>	<p>Q4</p>

Priority 1 Reactive Activities Key Result Area	Operational Actions 2019	Measure of Performance	Target / Expected Activity 2019	Operational Lead	Start Date	End Date
Drinking Water Notifications	All notifications of exceedances from Irish Water/Local Authority must be risk assessed as per EH protocol within 1 working day of receipt.	Drinking water exceedances notified to HSE by Irish Water/Local Authority risk assessed within one working day.	100%	PEHO	Q1	Q4
		Total number of notifications of exceedances responded to.	100%			
		EPA notifications received by HSE risk assessed within one working day.	100%			
Drinking Water Draft Directions	All draft directions from Irish Water/Local Authority must be risk assessed as per EH protocol within 1 working day of receipt	Total number of draft directions received risk assessed within one working day	100%	PEHO	Q1	Q4
Consultation requests in relation to EIA/IPPC/Waste	Respond to all consultation requests from planning authorities for developments accompanied by Environmental Impact Assessment Reports	% of consultation requests by planning authorities for developments accompanied by an Environmental Impact Assessment Reports receiving a response.	95%	PEHO	Q1	Q4
Licences Notifications Strategic Plans	All notifications to be logged as per national protocol and returned within statutory deadlines.	Number of notifications completed	100%	PEHO		
Planning Applications		Type and number of consultation, requests and responses quantified.	100%	PEHO	Q1	Q4
Information Requests -GDPR -FOI -PQs - AIE -Your service, Your Say	All requests to be logged and responded to within deadlines	Target returns within deadline All GDPR, FOIs PQs, AIEs (Access to Information on the Environment) and responses to 'Your Service, Your Say' to be quantified.	100%	Line managers	Q1	Q4

Outdoor Events	Risk assessment of outdoor events notified to the service carried out to assess the extent of the Environmental Health involvement.	Number of outdoor events which required a minimum of one site visit.	Reactive	PEHO	Q1	Q4
Priority 1 Reactive Activities Key Result Area	Operational Actions 2019	Measure of Performance	Target / Expected Activity 2019	Operational Lead	Start Date	End Date
Number of Ship sanitation certificates issued by Environmental Health Service	Ship sanitation inspection requests are received and ship sanitation inspections carried out accordingly.	100% of requests assessed for priority and auctioned (following assessment, ship sanitation cert issued as appropriate)	Number of requests received Number of Ship sanitation certs issued	Identified Teams	Q1	Q4
Food Safety Import Control Food of non-animal origin imported into the state from third countries	Assessment of routine official controls assessment on food products received at port/airport Products with a history of non-compliance or which are suspected to be non-compliant to be prioritised for national import sampling plan.	Number of manifest, documentary, identity, physical checks and sampling carried out	Reactive Quantified as per report	Identified Teams	Q1	Q4

<p>Brexit related food import control & Export Certs</p>	<p>In order to respond to the impact of Brexit, continue the planning for the impact subject to the best available data.</p> <p>To review and record data to capture the increased volume of work required to aid in assessment of impact of Brexit</p> <p>To increase capacity to carry out official controls on food imports at ports and airports.</p> <p>Assess and respond to additional requests for food export certificates.</p> <p>These provisions are subject to adequate funding being made available to the HSE in 2019 to address the requirements identified by Environmental Health Services in preparation for Brexit in 2019.</p>	<p>Plan drafted to detail the possible impact of Brexit on Import Food Control</p> <p>.</p> <p>Carry out assessment of documentation of products subject to Increased official controls at Dublin Port, Dublin Airport & Rosslare</p> <p>Additional export certs assessed and processed</p> <p>The above are subject to adequate funding being made available to the HSE in 2019 to address the requirements identified by Environmental Health Services in preparation for Brexit in 2019.</p>	<p>Reactive</p>	<p>Identified Teams</p>		
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Priority 2 Proactive Scheduled Activities

Priority 2 Proactive Activities Key Result Area	Operational Actions 2019	Measure of Performance	Target / Expected Activity 2019	Operational Lead	Start Date	End Date
Food Product Sampling Micro	A national microbiological food sampling programme to be completed based on the risk based sampling document.	Number of food samples taken for microbiological analysis based on the number of establishments in each risk category and in line with the recommendations of the "Risk Based Guidance Document on routine micro biological sampling carried out by the EHS of the HSE Revision 2"	5568 samples	PEHO	Q1	Q4
Food Product Sampling Micro Survey	National Microbiological Food Sampling Survey	Each office nationally to take 17% of overall micro sample allocation as survey samples and each local area to complete relevant questionnaire on-line and submit to FSAI	946 samples	PEHO	Q3	Q4
Food Product Sampling Chemical	A national chemical food sampling programme to be focussed primarily on manufacturers, distributors and other relevant premises.	Number of food samples taken for chemical analysis.	3130 samples (excluding bottled water samples and food supplements surveys)	PEHO	Q1	Q4
Food Product Sampling Mycotoxin	Completion of the National Mycotoxin Sampling Programme	Two samples to be submitted by each local area nationally Samples to be submitted from import level	80 samples	PEHO	Q1	Q4
Cosmetics Product Sampling	National chemical and micro plan to be completed to assess compliance with the Cosmetics Control Regulations (SI. 440 of 2013) and Regulations (EC) 1223/09	360 Cosmetic Samples taken for Micro and Chemical Analysis. All samples to be subject to a labelling assessment prior to submission to the PAL.	360 samples in total. 100 microbiological and 260 chemical samples. 360 Labelling Assessments	PEHO	Q1	Q4
Drinking Water - Fluoridation monitoring	Carry out sampling of drinking water supplies to assess compliance with fluoridation limits (DOP)	No. of drinking water samples taken to assess fluoride parameter compliance	2460 samples	PEHOs	Q1	Q4

Sunbeds	Undertake a sun bed test purchase inspection programme under the Public Health (Sunbeds) Act 2014 (NSP)	No. test purchase inspections completed under the Public Health (Sunbeds) Act 2014 Establishments with non-compliant outcomes in 2018 to receive follow up test purchase inspection in 2019. Undertake a prosecution where any sale to a minor occurs, including following an initial inspection.	32 test purchases inspections completed 4 per PEHO local area as specified PLUS inspection of outstanding non-compliant establishments for year 2018	Identified Teams Identified Teams	Q1	Q3
Sunbeds	Undertake a formal mystery shopper inspection programme under the Public Health (Sunbeds) Act 2014 (NSP)	No. of formal mystery shopper inspections completed under the Public Health (Sunbeds) Act 2014. See sunbed guidance document for definition of "formal". All establishments with non-compliant outcomes in 2018 to receive follow up formal mystery shopper inspection.	32 formal mystery shopper inspections completed 4 per PEHO local area as specified Areas with additional formal mystery shopper inspections	Identified Teams Identified Teams	Q1	Q3
Sunbeds	Carry out a planned inspection of 50% of notified sunbed establishment under the Public Health (Sunbeds) Act 2014 in each PEHO local area. This is year 2 of a 2 year inspection programme.	No. of planned inspections completed in notified sunbed establishments under the Public Health (Sunbeds) Act 2014. The 50% of establishments not inspected in 2018 are to receive planned inspection in 2019. All establishments with non-compliant outcomes in 2018 to receive follow up inspection.	258 Establishments Inspected 258 Planned Inspections 148 additional planned inspections	PEHO	Q1	

<p>Tobacco Control</p>	<p>Carry out a national tobacco test purchasing programme to assess legal compliance with sales to minor's requirements.</p>	<p>No. of initial (not test purchased in previous 3 years) tobacco sales to minors test purchase inspections carried out = 12</p> <p>With regard to test purchases priority should be given to (1) Purchase of Roll your own paper or product from counter sales (2) Purchase of cigarette packs from self-service vending machines</p> <p>In addition follow up outstanding non-compliant test purchases with test purchases as shown</p>	<p>384 initial (not test purchased in previous 3 years) inspections</p> <p>12 initial per local area. This to comprise of 6 Roll Your Own acquired over the counter and 6 cigarette packs obtained from vending machines</p> <p>PLUS follow up test purchases for outstanding non-compliant establishments from years 2018 and 2017 as follows</p> <p><u>2017 non-compliant</u></p> <p><u>2018 Non-compliant</u></p>	<p>PEHO</p> <p>All PEHO areas</p> <p>Identified Teams</p> <p>Identified Teams</p>	<p>Q1</p>	<p>Q3</p>
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Priority 2	Operational Actions 2019	Measure of Performance	Target / Expected Activity 2019	Operational Lead	Start Date	End Date
Food Safety Inspection	Implement the HSE Food Safety Authority of Ireland (FSAI) Service Contract 2016 – 2018 (NSP & DOP)	No. official food control planned and planned surveillance inspections of food businesses – 33,000				
Risk Category 1	Carry out inspections of Category 1 establishments at Standard frequency as per GN1 (excluding Manufacturers and Butchers – see separate entry below for those two categories)	2 Planned Inspections per 76 establishments 152 Planned Inspections Standard Inspection Frequency	76 Establishments Inspected - Planned inspection type 152 Planned Inspections	PEHO	Q1	Q4
Non hygiene official controls Risk Category 1	Non hygiene official controls completed by assessment of the following specific E sheets as applicable per planned inspection ; Water Supply Carry out an assessment of the water supply to the food business using the “ Assessment tool to assist EHS when assessing water supplies to food premises ”	Completion of this column at national level is dependent on each PEHO identifying the number of premises associated with the relevant food legislation category as outlined in the attached Appendix 3		PEHO	Q1	Q4
Tobacco control	Inspection of Food Cat 1 premises as an efficiency with an official food control inspection where tobacco products are retailed - the following check to be carried out; display of price promotion, NRTR registration, sales to minor information and self-service vending requirements (Public Health (Tobacco) Acts 2002- 2015)	Number of premises in Cat 1. Completion of this column at national level is dependent on PEHO identifying the number of premises associated with the relevant category		PEHO	Q1	Q4
853 establishments	Carry out <u>2 Planned inspections in 2019 of 853 approved establishments in line with FSAI guidance</u> (including Manufacturers/Butchers) Non hygiene official controls to be completed by assessment of the relevant E sheets as applicable per Risk Category of Food Business .	2 Planned inspections (853 P) per 853 approved establishment.	45 establishments inspected 90 planned inspections (853 P inspection type)	PEHO	Q1	Q4

Priority 2	Operational Actions 2019	Measure of Performance	Target / Expected Activity 2019	Operational Lead	Start Date	End Date
Risk Category 2	Carry out inspections of Category 2 establishments at Standard frequency as per GN1 (excluding Manufacturers and Butcher Shops – see separate entry below for these two categories)	1 Planned and 1 Planned Surveillance Inspection in 1791 establishments 3582 total number of Planned and Planned Surveillance Inspections of Category 2 establishments Standard Inspection Frequency	1791 establishments inspected – Planned Inspection type 1791 establishments inspected - Planned Surveillance inspection type	PEHO	Q1 Q3	Q2 Q4
Non hygiene official controls Risk Category 2	Non hygiene official controls completed by assessment of the specific E sheets as applicable per planned and planned surveillance inspection; • Water Supply Carry out an assessment of the water supply to the food business”	Completion of this column at national level is dependent on each PEHO identifying the number of premises associated the relevant food legislation category as outlined in the attached Appendix 3		PEHO	Q1	Q4
Tobacco Control	Inspection of Food Cat 2 premises as an efficiency with an official food control inspection where tobacco products are retailed - the following check to be carried out; display of price promotion, NRTR registration, sales to minor information and self-service vending requirements (Public Health (Tobacco) Acts 2002- 2015	Completion of this column at national level is dependent on PEHO identifying the number of premises associated with the relevant category		PEHO	Q1	Q4

Priority 2	Operational Actions 2019	Measure of Performance	Target / Expected Activity 2019	Operational Lead	Start Date	End Date
Food Safety Inspection Manufacturers (Risk Category 1-5)	Carry out 1 Planned Inspection of each Manufacturer (Category 1-5)	1 Planned Inspection in 1345 manufacturers	1345 Manufacturer establishment inspected 1345 planned inspections	PEHO	Q1	Q4
Non hygiene official controls Manufacturers (Risk Category 1-5)	Non hygiene official controls completed by assessment of specific E sheets as applicable per planned inspection in each Manufacturer; • <u>Water Supply</u> Carry out an assessment of the water supply to the food business	Completion of this column at national level is dependent on each PEHO identifying the number of premises associated the relevant food legislation category		PEHO	Q1	Q4

Priority 2	Operational Actions 2019	Measure of Performance	Target / Expected Activity 2019	Operational Lead	Start Date	End Date
Food Safety Inspection Butcher Shops & Establishment with a Butcher Counter	<p>Carry out 1 Planned inspection of each butcher shop and each establishment with a butcher counter (Risk Category 1-5)</p> <p>MLR Status - Review MLR declaration in each existing butcher shop and each establishment with a butcher counter.</p> <p>Complete MLR declaration in new businesses.</p>	1 Planned inspection of each butcher shop and establishment with a butcher counter inspected	<p>1590 establishment inspections comprised of:</p> <p>1590 planned inspections</p>	PEHO	Q1	Q4

<p>Non hygiene official controls Butcher shops and establishments with a butcher counter</p>	<p>Non hygiene official controls completed in all butcher shops and establishments with a butcher counter per planned inspection</p> <p><u>Water Supply</u> Carry out an assessment of the water supply to the food business using the "Assessment tool to assist EHS when assessing water supplies to food premises"</p>	<p>Completion of this column at national level is dependent on each PEHO identifying the number of premises associated with the relevant food legislation category</p>		<p>PEHO</p>	<p>Q3</p>	<p>Q4</p>
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Priority 2	Operational Actions 2019	Measure of Performance	Target / Expected Activity 2019	Operational Lead	Start Date	End Date
Category 3	<p>Carry out inspections of Category 3 establishments at Standard frequency as per GN1</p> <p>2019 is the 3rd year of a 3 year programme of inspections for Category 3 establishments, with the intention that all Cat 3 establishments will have received 2 Planned and 2 Planned Surveillance Inspections from the beginning of 2017 to the end of 2019.</p> <p>Therefore Cat 3 establishments to be inspected in as appropriate.</p>	Standard Inspection frequency	<p>4179 Planned</p> <p>12537 Planned Surveillance</p> <p>Total inspections 16716</p>	PEHO	Q1	Q4
Non hygiene official control Category 3	<p>Specific non hygiene official controls to be completed in Category 3 food business operations per planned inspection and planned surveillance inspection;</p> <ul style="list-style-type: none"> <p>Water Supply Carry out an assessment of the water supply to the food business</p> 	Completion of this column at national level is dependent on each PEHO identifying the number of premises associated with the relevant food legislation category	.	PEHO	Q1	Q4
Tobacco Control	Inspection of Food Cat 3 premises as an efficiency with an official food control inspection where tobacco products are retailed - the following check to be carried out; display of price promotion, NRTR registration, sales to minor information and self-service vending requirements (Public Health (Tobacco) Acts 2002- 2015	Completion of this column at national level is dependent on PEHO identifying the number of premises associated with the relevant category		PEHO	Q1	Q4
Category 4	Carry out inspections of Category 4 establishments at minimum frequency as per GN1 –	Category 4 – 1 Planned inspection of any establishment that did not receive a planned inspection in 2018	<p>7052 Establishments Inspected (Planned Inspection Type)</p> <p>7052 planned inspections</p>	PEHO	Q1	Q4

<p>Non hygiene official control</p> <p>Category 4</p>	<p>Specific non hygiene official controls to be completed in Category 4 food business operations per planned inspection;</p> <ul style="list-style-type: none"> • Water Supply Carry out an assessment of the water supply to the food business 	<p>Completion of this column at national level is dependent on each PEHO identifying the number of premises associated with the relevant food legislation category</p>		PEHO	Q1	Q4
<p>Tobacco Control</p>	<p>Inspection of Food Cat 4 premises as an efficiency with an official food control inspection where tobacco products are retailed - the following check to be carried out; display of price promotion, NRTR registration, sales to minor information and self-service vending requirements (Public Health (Tobacco) Acts 2002- 2015</p>	<p>Completion of this column at national level is dependent on PEHO identifying the number of premises associated with the relevant category</p>		PEHO	Q1	Q4

Priority 2	Operational Actions 2019	Measure of Performance	Target / Expected Activity 2019	Operational Lead	Start Date	End Date
Category 5	Carry out inspections of Category 5 establishments at Minimum frequency as per GN1 –	Category 5 – 1 Planned inspection of any establishment which has not received a planned inspection in 2018 or 2017. Minimum Inspection Frequency	3223 Establishments Inspected (Planned Inspection Type) 3223 planned inspections	PEHO	Q1	Q4
Non hygiene official control Category 5	Specific non hygiene official controls to be completed in Category 5 food business operations per planned inspection ; <u>Water Supply</u> Carry out an assessment of the water supply to the food business	Completion of this column at national level is dependent on each PEHO identifying the number of premises associated with the relevant food legislation category		PEHO	Q1	Q4
Tobacco Control	Inspection of Food Cat 5 premises as an efficiency with an official food control inspection where tobacco products are retailed - the following check to be carried out: display of price promotion, NRTR registration, sales to minor information and self-service vending requirements (Public Health (Tobacco) Acts 2002- 2015	Completion of this column at national level is dependent on PEHO identifying the number of premises associated with the relevant category.		PEHO	Q1	Q4
Food Control Inspection	Official control inspections of new (businesses that have not been in existence previously) food businesses	New establishments to receive Planned Inspection within 2 months		PEHO	Q1	Q4

Priority 2	Operational Actions 2019	Measure of Performance	Target / Expected Activity 2019	Operational Lead	Start Date	End Date
Official Food Control - Food Premises with a Private Water Supply in all Categories	<p>All new FBO's in all Categories on a private water supply to be issued with an initiative which includes a request for a water sample result (Article 5, Chapter VII Reg 852/2004).</p> <p>During the inspection of existing food businesses please ensure that the information already provided is current.</p> <p>When the assessment of the FBO controls identifies that controls are in place, the EHS may take a pre and post sterilisation of the tap sample of the water supply for verification.</p>	<p>Establishments written to</p> <p>Routine inspections to include verification of FBO compliance</p> <p>Sample of drinking water supply where required.</p>	<p>Number of checklists completed by EHS</p> <p>Number of samples taken</p>	PEHO	Q1	Q4
Tobacco Control	<p>Inspection of <u>Licensed Premises/Hotels</u> that have been previously inspected and found to have a <u>non-compliant smoking area</u> with the aim of the non-compliances being turned into compliance or appropriate enforcement action to be taken.</p>	<p>Licensed premises inspected and non-compliance being turned into compliance or appropriate enforcement action taken.</p>	<p>As per list of non-compliant establishments circulated.</p>	PEHO	Q1	Q4

Priority 2	Operational Actions 2019	Measure of Performance	Target / Expected Activity 2019	Operational Lead	Start Date	End Date
Cosmetics Control Inspection	Planned Inspection to be carried out of all speciality premises selling or distributing skin lightening products	Completion of this column is dependent on the PEHO identifying the number of premises in this category. Labelling inspection to be completed and sampling carried out.	65 Inspections	PEHO	Q1	Q4
Aircraft inspection	Inspection carried out of aircraft under the IHR regulations - including vector control Priority given to home authority aircraft	Conduct aircraft inspection on international flights. Drinking water sampled on aircraft inspected	1 aircraft inspection per airline based In Ireland – total of 5 inspections	PEHO	Q1	Q4
Maritime Declaration of Health (MDH) Checks (non boarding inspection)	Carry out MDH Checks - non boarding inspection on cruise ships arriving into Irish ports	No of cruise ships that received a MDOH (non boarding inspection)	At minimum 50% of all cruise ships arriving into port receive a MDHC – non boarding inspection	Identified Teams	Q1	Q4
Inspection of passenger ships as per framework of the EU SHIPSAN ACT Joint Action – Targeted Inspection	Inspection of Targeted No. of ships in line with EU SHIPSAN ACT - European Manual “target” inspection on aspects as per the PHSC cruise ship inspection programme	No of Targeted EU SHIPSAN ACT inspections completed	A minimum of 1 cruise ship or 5% of cruise ships arriving at port	Identified Teams	Q1	Q4
Inspection of passenger ships as per framework of the EU SHIPSAN ACT Joint Action – Routine Inspection	Inspection of No. of ships in line with EU SHIPSAN ACT - European Manual routine inspection	No. of Routine EU SHIPSAN ACT inspections completed	3 Routine SHIPSAN ACT inspections completed	Identified Teams	Q1	Q4

Priority 2	Operational Actions 2019	Measure of Performance	Target / Expected Activity 2019	Operational Lead	Start Date	End Date
Ship inspection	Inspection carried out of ships under the IHR regulations - including vector control Priority given to vessels operating regularly from port	Conduct vessel inspection Drinking water sampled on ship inspected where risk assessment determines it necessary	Identified Teams	PEHO	Q1	Q4
Infectious Disease - Implementation of Vector surveillance	Implement vector surveillance in line with ECDC recommendations and national surveillance plan	Monitoring as per plan for mosquito surveillance	Vector surveillance inspections as per system	Identified Teams	Q2	Q3
Cosmetics Import Control	Cosmetic products imported into the EU to receive a document check (and if applicable physical inspection) at the point of entry. High risk products or other products which may pose a risk to health to be prioritised.	Number of cosmetic consignments identified	Reactive Quantified as per report	Dublin Specialist, Cork South Lee, Clare	Q1	Q4
Tobacco and Related Products control	Planned inspections of all manufacturers of e-cigarettes and refill containers based in Ireland. Planned inspections of Importers and Distributers.	1 Planned inspection of each manufacturer of e-cigarettes and refill containers based in Ireland=12 inspections. 28 planned inspections of Importers or distributors of e-cigarettes and refill containers.	Total of 40 Planned inspections	Tobacco Control Operational Network Lead PEHO.	Q1	Q4

Appendices

Appendix 1: Performance Indicator Suite 2019

Performance Activity / KPI (Wording as per NSP/OP)	Shortened Title	Indicate if any change to metric	Reporting Frequency	Reporting Level (National / CHO / LHO / Team)	Target/ EA Full Year	Heat Map (Y/N)	MDR (Appendix 3 NSP KPI) (Y/N)
No. of initial tobacco sales to minors test purchase inspections carried out	Tobacco test purchase inspections	No Change	Q	National	384	No	Yes
No. of test purchases carried out under the <i>Public Health (Sunbeds) Act, 2014</i>	Sunbed Test purchase inspections	No Change	BA	National	32	No	Yes
No. of mystery shopper inspections carried out under the <i>Public Health (Sunbeds) Act, 2014</i>	Sunbed Mystery shopper inspections Sunbeds Act	No Change	BA	National	32	No	Yes
No. of establishments receiving a planned inspection under the <i>Public Health (Sunbeds) Act, 2014</i>	Sunbed Planned inspection	No Change	Q	National	242	No	Yes
No. of official food control planned and planned surveillance inspections of food businesses	Inspections of food businesses	No Change	Q	National	33,000	No	Yes
% of official food control planned and planned surveillance inspections of food businesses which were unsatisfactory	Food business inspections which were unsatisfactory	No Change	Q	National	<25%	No	No
% of environmental health complaints from the public risk assessed within one working day	EH complaints assessed within one day	No Change	Q	National	95%	No	No
No. of drinking water samples taken to assess fluoride parameter compliance	Drinking water samples taken	No Change	Q	National	2,460	No	No
% of consultation requests by planning authorities for developments accompanied by an Environmental Impact Statement receiving a response	Planning authority consultation requests receiving a response	No Change	Q	National	95%	No	No
No. of inspections of E-Cigarette and Refill Container manufacturers, importers, distributors and retailers under the E.U. (Manufacture, Presentation and Sale of Tobacco and Related Products) Regulations 2016	E-Cigarette Manufacturer inspections	No Change	Q	National	40	No	Yes

