

## Schedule (A) – Legal Requirements

### Work you must do to comply with the law

**Timescales (in bold) must be complied with. (IF YOU ARE HAVING DIFFICULTY IN COMPLYING WITH THE TIMESCALES LISTED THEN YOU MUST CONTACT THE OFFICER IMMEDIATELY TO AVOID FURTHER ACTION BEING TAKEN)**

<b>Compliance with Hygiene and Safety Procedures</b>		
<b>No</b>	<b>Item</b>	<b>Timescale</b>
1.1	<p>At the time of the inspection it was noted that there was no satisfactory means of providing hot water at the premises. Although you are not catering from the premises you must ensure that there is an adequate supply of hot water available at the wash hand basins and the sinks to allow for effective hand washing and cleaning procedures.</p> <p>You advised me that the gas boiler was broken and that you were waiting for the landlord to replace it. In the meantime, you also advised me that the separate immersion heater in the cellar was working, although not on, and that this would be able to provide hot water to the sinks and basins.</p> <p>Please ensure that if it is your intention to use the immersion heater for hot water it must provide hot water at all times the premises are open.</p>	<b>Immediately</b>

<b>Compliance with Structural Requirements</b>		
<b>No</b>	<b>Item</b>	<b>Timescale</b>
1.2	The premises were generally satisfactory although as discussed, the beer cellar and adjacent storage areas required decluttering and deep cleaning.	<b>2 Weeks</b>
1.3	The redundant kitchen/sink area located behind the main bar servery required de cluttering and deep cleaning.	<b>2 Weeks</b>
1.4	<p>There was an accumulation of rubbish outside the rear of the property. I note that you have a Trade Waste agreement in place but you advised me that a collection had been missed.</p> <p>Please ensure that you do not allow rubbish to accumulate outside the property where it is likely to attract pests.</p>	<b>Immediately and Ongoing</b>

**Confidence in Management/Control Procedures Compliance**

<b>No</b>	<b>Item</b>	<b>Timescale</b>
1.5	<p>The business is considered to be 'low risk' from a food safety perspective, but you are still required to introduce a written food safety management system as required by the legislation. The system should be proportionate to the type of operation and I would suggest that you use the Safer Food Better Business Pack (Retail) as supplied by the Food Standards Agency. When completed and maintained this will help ensure you comply with the Regulations. The pack may be downloaded from the following address:</p> <p><a href="https://www.food.gov.uk/business-guidance/safer-food-better-business-for-retailers">https://www.food.gov.uk/business-guidance/safer-food-better-business-for-retailers</a></p> <p>I would suggest that you download the Cross Contamination, Housekeeping, Opening/Closing checks and Diary sections.</p>	<b>1 Month</b>