



The Proprietor
Ecco Pizzeria
93 Otley Road
Headingley
Leeds
LS6 3PS

Food and Health Team
Leeds City Council
Millshaw Park Way
Leeds
LS11 0LS

Contact: Mrs. Vanessa Holroyd
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Our reference: 13/00481/COMM
1 October 2015

Dear Sir or Madam

Food Safety and Hygiene (England) Regulations 2013
Food Business: Ecco Pizzeria, 93 Otley Road, Headingley, Leeds, LS6 3PS
Food hygiene inspection report and your food hygiene rating

FOOD HYGIENE RATING

We inspected your business premises on 1 October 2015 to check that you have met the requirements of food hygiene law. I am writing now to tell you our findings and what your rating is under the Food Hygiene Rating Scheme.

Inspection report and other matters

Your inspection report was left at your premises.

The report describes our findings and what you need to do to ensure that you meet food safety law. These are listed under three areas:

- How hygienically the food is handled
- Condition of structure
- How you manage and document food safety

If you are unclear about anything in the report, please get in touch with us – we give contact details above.



Your food hygiene rating

We operate the national Food Hygiene Rating Scheme. The scheme is designed to help consumers choose where to eat out or shop for food. It does this by giving them information about the hygiene standards in food outlets at the time they are inspected to check how they met food safety law. A good food hygiene rating will be a good advertisement for your business. We enclose an information sheet detailing how ratings are calculated.

On the basis of the standards we found at the inspection we calculate your rating as follows:

How hygienically the food is handled	5
Condition of structure	10
How you manage and document food safety	5
Total score	0
Highest (this means poorest) individual score	10
Food hygiene rating	

We also enclose a sticker that shows your rating. You can tell your customers how good your hygiene standards are by putting the sticker up in the window or on the door. If you do not have a suitable glass surface, you could fix the sticker onto a transparent surface before fixing that onto a wall or other surface.

If we have rated your business before under this or any other rating scheme please destroy any previous sticker and certificate as only the most recent rating should be displayed. If you continue to display a previous rating you may be committing an offence under the Consumer Protection from Unfair Trading Regulations 2008.

Your rating will also be published on the Food Standards Agency's (FSA) website at www.food.gov.uk/ratings between two and four weeks from receiving this letter.

Safeguards if you haven't achieved the top rating of '5'

If you think that the rating is wrong or unfair you have 14 days in which you may **appeal** against this. You also have a **'right to reply'** so that you can explain this to potential customers that look up your rating online. If our visit was not due to a request to return and re-rate your business, you may also **request a re-visit** with a view to giving you a new food hygiene rating.

There are conditions when using any safeguard and we give details on the enclosed leaflet.

More information about these safeguards is provided on the FSA's website at: <http://www.food.gov.uk/multimedia/pdfs/enforcement/fhrssafeguards.pdf>

Where may I get further information?

Further information about the scheme generally is available on the FSA's website at: <http://ratings.food.gov.uk/>

You can contact the Food and Health Team by telephoning 0113 247 6286 or by email at food.safety@leeds.gov.uk

The Freedom of Information Act 2000 and Environmental Information Regulations 2005 allow us to disclose your letter and report (and any response to it) to any person who requests a copy of it. This provision also extends to any other information held by this Authority that relates to the above premises. Any disclosure we make is according to the legal requirements.

We may take formal action against you if you have not met the food safety law. If you do not put right the things we found that did not meet food safety law you may be fined/put in prison for up to two years.

Yours faithfully

Mrs. Vanessa Holroyd
Environmental Health Officer

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Food Hygiene Rating scheme - how your rating is calculated

Your inspection

At inspection, the Food Safety Officer checks how well you are meeting the law on food hygiene. They assess three areas. These are:

- how hygienically the food is handled – how it is prepared, cooked, cooled, stored, and what measures are taken to prevent food being contaminated with bacteria
- the condition of the structure of the premises including cleanliness, layout, lighting, ventilation, equipment and other facilities
- how you manage and record what you do to make sure food is safe using a system like Safer food, better business

Your business is given a score for each area – see below. Food Safety Officers use guidance to decide how to score each of these areas.

Criteria	Score					
How hygienically the food is handled	0	5	10	15	20	25
Condition of structure	0	5	10	15	20	25
How you manage and document food safety	0	5	10		20	30
Total score	0					80
Level of compliance	High					Low

Your food hygiene rating

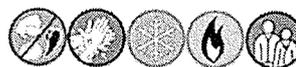
The rating given depends on how well the business does overall – the total score. It also depends on what needs improving the most - the business may do better in some areas and less well in others.

To get the top rating, you must score no more than 5 in each of the three areas. All businesses should be able to get the top rating. You will automatically get a new rating at each planned inspection.

Total score	0 – 15	20	25 – 30	35 – 40	45 – 50	> 50
Highest permitted individual score	5	10	10	15	20	-
Rating						

Improving your food hygiene rating

The Food Standards Agency has a range of tools, such as Safer food, better business, that can help you manage food hygiene and keep your customers.



Safer food, better business

Check these out at www.food.gov.uk/goodbusiness

To get the best possible rating, here's what you can do now:

- Look at your last food hygiene inspection report to check that you've taken all of the actions needed to ensure that you meet legal requirements. If you can't find your last report, contact us and we will be able to give you a copy.
- At your next inspection, if you don't get the top rating and you have queries about the improvements you need to make to get a better rating, then the Food Safety Officer should be able to give you advice.
- Make sure that you and your staff continue to comply fully with all aspects of food hygiene law.

Safeguards

Appeal

If your rating is four or lower and you think it is wrong or unfair – in other words it does not reflect the hygiene standards at the time of your inspection – you have 14 days, which includes weekends and public holidays in which you can **appeal** against this.

You should appeal to us in writing at our address, using the standard form available from the Food Standards Agency. We recommend that you speak with us first, so that we can help you to understand how we worked out your rating.

If we receive your appeal within 14 days we will not publish your rating at food.gov.uk/ratings until we have reviewed your case. In some cases we may need to return to your business. We aim to tell you the outcome of your appeal within seven days and we also will publish your rating at the website at that time. If you still disagree with the outcome of your appeal you may then challenge our decision by a judicial review.

Right to reply

If you have improved hygiene standards since your inspection, or if there were unusual circumstances at the time that might have affected your food hygiene rating, you have a **'right to reply'** so that you can explain this to potential customers that look up your rating online. There is no deadline for this so you can submit your 'right to reply' at any time up until your next inspection.

It is not an opportunity to complain or criticise the food hygiene rating scheme or your Food Safety Officer. Your local authority may edit your comments in order to remove any offensive, defamatory, clearly inaccurate or irrelevant remarks.

You should request your 'right to reply' in writing to us, using the standard form available from the Food Standards Agency. You may also make a request by e-mail at food.safety@leeds.gov.uk.

Request a re-visit

If your rating is four or lower and you put right the things we describe in your inspection report, you can **request a re-visit** with a view to giving you a new food hygiene rating. There is no deadline for this so you can request a revisit at any time up until your next inspection. If we carry out a revisit, your rating can go up or down, or remain the same depending on what we find.

You should request a re-visit in writing to us, using the standard form available from the Food Standards Agency. You must explain what you have done about the issues we raised at your last inspection and you should include supporting evidence, for example, receipts or photographs. This is important as we could refuse your request if you do not provide sufficient information and evidence.

We will not normally visit within three months following the inspection where you received your rating. You may only request one re-visit between planned inspections. If we agree to return we will do so without prior warning. If we refuse we will give you an explanation of why and advice on what you should do before we can agree to your request. If you do not agree with our decision, you can raise the matter with our Food Team Leader. If you still cannot resolve matters after that you can use our complaints procedure, details of which may be found on our website or we will give them to you on request.

You will not be able to use all safeguards at the same time.

More information about these safeguards is provided on the FSA's website at:
<http://www.food.gov.uk/multimedia/pdfs/enforcement/fhrssafeguards.pdf>

On the site you will find the forms that you need to use to request a re-scoring visit, appeals against your score or your 'right to reply'.