



Project Documentation

Local Authority Enforcement Monitoring System

System Roll-out/Implementation - Questions and answers

Version History.

Version No.	Date	Synopsis
1.0	15/01/2008	First distribution

Local Authority Enforcement Monitoring System – Questions and Answers

Q1) What data will the FSA require?

A1) The FSA will require you to supply a record for every Food Premises which was trading during the year. A list and definitions of the data required can be found at:

<http://www.food.gov.uk/enforcement/auditandmonitoring/laems/definitions/>

<http://www.food.gov.uk/multimedia/pdfs/enforcement/laemsdataguidance.pdf>

Q2) How do we extract data from our system to the xml file required by the FSA?

A2) Your software supplier should have developed/be developing an application to facilitate this. The Agency invited all providers to meetings during the summer (Jun – Sept 2007) to demonstrate the system, set out the requirements and answer queries. We have since been in touch with providers as they have been developing the extract facility. If you are unsure as to the position regarding your software provider, you may wish to contact them direct to ascertain when the extract facility will be made available to you.

Q3) What do we need to do prior to 1st April 2008?

A3) The first, and most important task is to ensure that you record the data required by LAEMS on your system. The extract facility from your software supplier will simply extract data from your system to an xml file which can be uploaded to LAEMS. However, if you are not recording the necessary data, then it cannot be extracted. Please refer to A2 for a link to details of the requirement. A letter issued to all LAs in January 2008 sets out what you need to do: <http://www.food.gov.uk/multimedia/pdfs/enforcement/enfe08006.pdf>.

Q4) Are there any other actions we will need to carry out before data are supplied using LAEMS?

A4) Yes. You will wish to check that the extract facility made available by your software supplier works with your system. This will require the installation of the update from your software supplier. You should establish when this update will be available and schedule installation with your IT section.

Q5) Our software supplier will be unable to produce the extract facility by 1st April 2008. Does this mean that we will not be able to use LAEMS for 2008/09?

A5) No. As long as you are recording the data at the level of detail required by LAEMS, or greater, then even if the extract facility is not available by 1st April 2008 this will not prevent you from supplying data for 2008/09 to LAEMS.

Q6) Do we need to amend our systems so that we record data under the same categories as that required by the FSA?

A6) No. The FSA monitoring categories are the minimum level of detail required (see:

<http://www.food.gov.uk/enforcement/auditandmonitoring/laems/definitions/>

). However, if you record data on your system at a greater level of detail than that required by the FSA, there is a mapping facility on LAEMS and, therefore, no need to change the way you record data.

Q7) Do we need to map our codes within our system so that the data exported to the xml file records data at the same level of detail required by the FSA for monitoring?

A7) No. There is a facility within the Local Authority Enforcement Monitoring System (LAEMS) to map the codes/categories from your system to the required FSA monitoring categories. The data which are exported to the xml file will need to export to the relevant heading – premise type to premise type, product type to product type etc – but as long as the data from your system is at least at the level of detail required by the FSA, then there will be no need to amend your system. Further details on the mapping process can be found at:

<http://www.food.gov.uk/enforcement/auditandmonitoring/laems/generalinfo/>

Q8) How do we map to the FSA codes?

A8) An xml file will be created, using the application/routine supplied by your software supplier, from the data held on your database. The values in the relevant fields on your database will output to the associated fields in the xml file e.g. premise type, intervention etc. You will then upload this to LAEMS and the system will identify the codes which need to be mapped. Mapping will be carried out by means of simple drop-down menus showing the categories to which your unmatched codes can be mapped. Details on how the mapping and data delivery process will work can be found at:

<http://www.food.gov.uk/enforcement/auditandmonitoring/laems/generalinfo/>

Details of the monitoring categories can be found at:

<http://www.food.gov.uk/enforcement/auditandmonitoring/laems/definitions/>

Q9) What training will be made available?

A9) There will be initial training for one nominated officer per Authority who will be responsible for testing that the extract facility is working properly. This is scheduled to take place in Mar 2008. Further training will be made available to LA Users in early 2009 i.e. near to the time that the first dataset to be reported under LAEMS will be due. This training will be backed up by a web-based Computer Based Training package available to all Authorities.

Q10) Our Authority uses different systems for Food Standards and Food Hygiene. How will this work with LAEMS?

A10) LAEMS will require separate data for each responsibility e.g. Food Standards, Food Hygiene, Primary Production, Animal Feed etc. When mapping, the mapping will need to be carried out separately for each responsibility. Therefore, it will not matter if you use separate systems. However, you will need to ensure that a facility to extract data from each system is available.

Q11) We will not be adopting the new interventions policy from 1st April 2008. Can we still use LAEMS to report on data for 2008/09?

A11) The 'existing' enforcement activities – inspections, revisits etc - will continue to form part of the suite of interventions available. If you continue to use the 'existing' options and do not introduce a policy of interventions from 1st April 2008, you will still be able to use LAEMS. Definitions of the categories of intervention can be found at:

<http://www.food.gov.uk/enforcement/auditandmonitoring/laems/definitions/>

Q12) We cannot guarantee that our system will contain 100% accurate data. Will there be the opportunity to make amendments to the data we upload?

A12) Yes. Amendments may be made to the data summaries. More details can be found at:

<http://www.food.gov.uk/multimedia/pdfs/laemsdatadeliverymappingdoc.pdf>

Q13) We will be moving to a new software package in the near future, so are loathe to commit resources to up date our current package to provide data to LAEMS. Does this mean we will be unable to use LAEMS for 2008/09?

A13) No. Under such circumstances, you will be able to manually enter data direct to LAEMS. You will need to contact the Agency to arrange for this facility to be made available. You should ensure that you are aware of the requirements of LAEMS.

See <http://www.food.gov.uk/enforcement/ocddata/laems/datasummaries/> for examples of the data summaries for each responsibility.