

Grease Trap

A grease trap (if required by Sydney Water) should not be installed in any kitchen, food preparation or food storage areas.

- Ensure a piped connection to allow emptying at the boundary.

Waste Rooms

Should have the following:

- Cold water tap and hose connection;
- Impervious flooring, drained to the sewer not the storm-water;
- Smooth, impervious walls;
- Ventilation;
- Sufficient space for waste and recycling bins;
- Vermin proof structure, and
- Lidded waste bins to prevent pests.

Owner's consent for use will be required for any communal facilities

Useful Resources:

- Food Act 2003 (legislation.nsw.gov.au);
- Food Standards Codes (foodauthority.nsw.gov.au);
- AS4674-2004 – Fit out of food premises;
- AS1668.1-1998 and AS1668.2-1991 – Mechanical Ventilation;
- Building Code of Australia (BCA), and
- Standard Conditions of Development Consent cityofsydney.nsw.gov.au.

BEFORE opening your food business

- Request a final inspection at least two working days before your preferred date;
- Requests must be accompanied by a completed final checklist and a business registration form. cityofsydney.nsw.gov.au, and
- Final Inspection will then be arranged by a Council Environmental Health Officer.

Occupation Certificates (OC) are issued by Council or a Private Certifier and are generally subject to the outcome of the Final Inspection. Operating without an OC is an offence and may result in enforcement action.

- You will also need to notify NSW Food Authority: foodauthority.nsw.gov.au.

Further advice on Health aspects of food premises is available by speaking with one of the City's Environmental Health Officers.

Planning advice is available at the One Stop Shop Level 2 Town Hall House and the Neighbourhood Service Centres.

To contact either team by phone please call 02 9265 9333.

For more information call 02 9265 9333
or visit cityofsydney.nsw.gov.au



Are you thinking of starting a food business?

A guide to the health aspects of food shop developments

Things to consider BEFORE submitting plans or leasing a shop

- Is the site suitable?
- Is there already Development Consent for the use?
- Is it large enough to fit all the equipment & facilities?
- Is there room for the business to expand?
- Is there a kitchen exhaust or can one be easily installed? And
- Are there any existing features or heritage items that may prevent a food use?

Once a suitable site is found you may need to submit a development application (DA).

This guide will help you to provide the necessary information to support your DA and minimise the risk of delays caused by missing details.

Mechanical Ventilation

Kitchen Exhausts should discharge vertically above roof level

- Does any existing or proposed exhaust discharge in an appropriate location? And
- Is it likely to cause noise, odour or smoke nuisance to neighbours?

Provide details in the application of ducting routes and the location and direction of the discharge for the kitchen exhaust.

Cooking Style

Confirm the proposed cuisine and whether charcoal or wood will be used for cooking.

- Detail the smoke and odour control measures that will be used, and
- Include the location of air conditioning units, and other plant on the plans.

The design and installation must comply with the BCA and Australian Standards (AS) 1668.1-1998 and AS 1668.2-1991.

The construction, design & fit-out must meet Australian Standard 4674-2004

Design considerations

- Adequate space and hygienic workflow;
- Layout, durability and suitability of fixtures, fittings and equipment;
- Designed to ensure easy cleaning and pest prevention;
- Must include all necessary sinks (see below);
- Food storage areas;
- Cool rooms and freezers;
- Hot and cold displays capable of maintaining temperatures (>60 for hot, < 5 degrees for cold);
- Good lighting and avoidance of shadows;
- Proper sewage & waste water disposal, including grease traps;
- Waste and recycling store area;
- Chemical and clothing storage, and
- Toilets for food handlers and if over 20 seats customers as well.

Basins/Sinks

You will need to provide the following sinks

- Hand wash basins within 5 metres travel distance of all food handling and service areas; provided with hands free delivery of warm running water through a single spout;
- Hand wash basins also to be provided to toilets;
- A double bowl sink or a single bowl sink with a dishwasher;
- A food preparation sink, where food washing is carried out and a separate cleaner's sink, and
- A hand basin and a sink for washing are also required in bar areas.

Kitchen size and space

Frequently plans provide insufficient space for the kitchen and don't consider the layout and flow which are essential to safe food preparation. The following should be included:

- Adequate space for separate raw and ready to eat food preparation;
- Sufficient space to ensure that all bulk food and other stocks can be stored off the floor and away from traffic routes, and
- All cooking appliances including fryers must fit below an exhaust hood.

Floors, walls and ceilings

- Must be smooth, impervious, durable and easily cleaned, even in store areas;
- Walls to be of solid construction;
- Coving at walls and floors junctions;
- Kitchen floors graded to a floor waste;
- Durable finishes such as stainless steel or tiles are advised for kitchen walls;
- Drop in panels are unsuitable for ceilings;
- Timber and polished concrete are generally not suitable kitchen finishes;
- Benches and other equipment raised 150 mm above the floor, and
- Pipes and ducting concealed in walls or separated in accordance with AS 4674.