

# ST KILDA FESTIVAL 2013

Sunday 10<sup>th</sup> February



## Information for Temporary and Mobile Food Premises

From July 1 2011, a new state-wide registration and notification system has been introduced for Temporary and Mobile Food premises.

The benefit of this system is that you will only need to apply for registration once a year with one council or notify one council of your activities. You can then operate as many times as you like throughout Victoria, by simply telling each council of your intention to trade. This system applies to both businesses and community groups.

Under the new system, one council is responsible for approving your food handling operations. This is the council you will deal with most and is known as your Principal Council.

The *Food Act 1984* groups businesses into different classes based on the food safety risks associated with the food handling operations. There are different food safety requirements for each class.

### **Class 2 and 3 Food Premises**

Both are required to register annually with their Principal Council by completing one of the following forms:

‘Application to Register a Temporary Food Premises’

or

‘Application to Register a Mobile Food Premises’

A Registration Certificate will be issued by your Principal Council and must be included with your St Kilda Festival Application. A Statement of Trade form must also be submitted to both your Principal Council and the council you intend to trade at.

In addition, Class 2 Food Premises will need to ensure a Food Safety Program is in place and a Food Safety Supervisor must be nominated. Class 3 Food Premises will need to maintain minimum Food Safety records.

### **Class 4 Food Businesses**

Must provide a once off notification to their Principal Council of their activities by completing one of the following forms:

‘Notification of a Temporary Food Premises’

or

‘Notification of a Mobile Food Premises’

A Statement of Trade form must also be submitted to both your Principal Council and the council you intend to trade at.

### **Interstate Traders**

The Principal Council will be the council where the temporary or mobile premises first operate in Victoria and complete steps as for class 2, 3 or 4 above.

## Site Requirements for Temporary Food Premises

- Any temporary food premises needs to be constructed so that it can prevent the contamination of food, particularly by dust, insects and customers.
- An impervious floor material will be required where the range of foods indicate that food scraps will detrimentally affect the area.
- A tent, marquee or stand will be required that consists of at least three walls and a ceiling. This is to ensure that food handling is carried out under cover.
- All benches and tables need to have surfaces that are smooth and able to be cleaned. Where timber is to be used, it must be free of cracks and appropriately sealed.
- Hand washing facilities need to be provided. If they are not located in close proximity to the stall, the following temporary facilities are required:
  - A sealed water container or drum with a tap. Warm water must be supplied to the container from a water heating device such as an urn;
  - A bucket to collect dirty water;
  - Soap and disposable paper towels.
- Adequate utensil washing facilities must also be provided where any unpackaged food is sold. If they are not located nearby, temporary facilities need to be provided (similar to above) or an adequate supply of clean utensils is necessary.
- All waste water must be disposed of to the sewer, not stormwater.
- Provide impervious garbage receptacles with lids for the temporary storage of wastes. These bins should be placed well clear of any raw or cooked food.
- Ensure the site is left clean and tidy after the event.

**Should you have any further queries regarding health requirements please contact City of Port Phillip Health Services Unit on 03 9209 6292.**