



# FOOD PREMISES POLICY

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## 1. PURPOSE

This policy document has been prepared as a guide for the planning and construction of food premises. The implementation of the standards will assist in promoting a satisfactory hygiene standard, facilitate easy cleaning and maintenance with the ultimate achievement of economic operation, preservation and promotion of public health.

## 2. STATEMENT

This policy sets general standards for the construction and alteration of food premises and requirements in connection with the installation of equipment and appliances.

### 2.1. Scope

This code applies to all food premises (except butchers' shops\*) within the City of Shoalhaven and this includes but is not limited to:–

Bakeries	Food Storage Warehouses
Boarding Houses (Backpackers Hostels etc)	Health Food Shops
Cafeterias	Hotels
Canteens	Kiosks
Clubs	Milk Bars
Coffee Lounges	Motels
Confectionery	Oyster Openers
Delicatessens	Pastry Cooks
Drink Bars	Provision Stores
Greengrocers	Restaurant
Fish Shops	Sandwich Shops
Food Factories	Smallgoods Shops
Food Processing Plants	Takeaway Food Shops
	Tea Rooms, or the like

**\*Note:** This policy does not set standards for the construction and alteration of butchers' shops. Enquiries in relation to butchers' shops should be referred to the NSW Food Authority. Standards are contained in the *NSW Safe Food Standard for Construction and Hygienic Operation of Retail Meat Premises*.

### 2.2. Related Documents

This policy should be read in conjunction with the *National Food Safety Standard 3.2.3 - Food Premises and Equipment* and *Australian Standard AS 4674-2004 - Design Construction and Fitout of Food Premises*.

### 2.3. Definitions

**all-purpose room** means a low temperature room which may be used for the storage of "wet" goods such as would be stored in a restaurant, butcher's shop, fish shop, smallgoods shop, food factory and similar premises.

**approved** or **approval** means approved by the Council's Environmental Health Officer.

**cooking** means the process of converting food from a raw state to an acceptable, edible state by the application of energy in the form of heat (and in certain cases other forms of energy) and, without limitation, includes roasting, grilling, barbecuing, frying and the like and includes the reheating of precooked foods.

**cove** means having a concave curve at the junction of two surfaces – the radius of the curve is to be not less than 25mm.

**dry goods storage room** means low temperature rooms used for the storage of pre-packaged goods, cartoned goods, canned goods and food sealed in containers.

**exposed** means (in relation to food display) not protected against any likely contamination from customers where related to food display. In relation to construction material **exposed** means visible where related to construction material.

**food preparation area** means any room, compartment or place used for the purpose of preparing and serving food for sale for human consumption, and, without limitation, includes preparation and servery areas of coffee lounges, drink bars, delicatessens, provision stores and the like.

**impervious** means impermeable to water, moisture or grease.

**kitchen** means any room, compartment or place used for the purpose of cooking and heating food for human consumption and, without limitation, includes cooking areas of clubs, shops, factories and the like. The minimum area of a kitchen, including food preparation area shall be 20% of the dining room area or 7.5 sq m, whichever is the greater.

**preparation – prepare – preparing** includes manufacture, processing and treatment of foods for human consumption.

**solid construction** is defined as brick, concrete, concrete blocks, structural fibrous cement or other similar homogeneous materials.

**Notes:**

- a) Solid materials and solid construction are required to prevent the formation of cavities which become possible harbourages for insects and vermin.
- b) Structural fibrous cement is only suitable for free standing internal partitions where no cavities are formed, not as a lining to cavity framing.

## **2.4. Acknowledgement**

Acknowledgment is made to the Australian Institute of Environmental Health Surveyors, N.S.W. Division on whose National Code this publication is based

### **3. PROVISIONS**

#### **PART A - CONSTRUCTION, MATERIALS AND FINISH**

##### **3.1. Walls**

###### **3.1.1. Construction**

Walls of food premises including food preparation areas, kitchens, sculleries, food serveries, food display and food storage areas shall be of solid construction. (See definition.)

###### **3.1.2. Finish**

In all food preparation areas, kitchens, sculleries and the like such walls shall be finished to a height of at least 2m above floor level with:–

- a) Glazed tiles fixed in accordance with the requirements of Australian Standards AS3958.1.
- b) Stainless steel, laminated plastics (formica, laminex, panelyte) or similar approved impervious material adhered directly to the wall.

###### **3.1.3. Where Untiled**

Untiled walls are to be cement rendered, set with plaster and steel trowelled to a smooth even surface, painted with a washable gloss paint of a light colour or sealed with other approved materials.

###### **3.1.4. Surface Material Fixing**

The finishing materials outlined in 3.1.2 (ii) are to be fixed so as to provide a smooth even surface to ensure ease of cleaning; be free of buckles, fixing screws, open joint spaces, cracks or crevices which may permit the access of vermin or the collection of liquids, food particles, grease or other refuse.

###### **3.1.5. Intersections**

The intersection of walls with floors and exposed plinths is to be coved to a 25mm radius.

###### **3.1.6. Tiles to 450 mm**

In approved positions where the business operation does not require tiling the walls to a height of 2m above floor level, the accepted alternative is tiles or similar approved materials carried to a height of 450mm above the bench tops wash hand basins and similar fittings.

###### **3.1.7. Tiles to 300 mm**

In special circumstances, dependant on the operation, this height may be reduced to 300mm provided the bench top and turn-up are made of stainless steel all in one piece (ie no joint at the wall and bench section).

### 3.1.8. Top Edge of Wall Tiles

The wall finish between the top edge of the wall tiling and the ceiling is to be finished flush to the tiling or other approved surface or splayed with an impervious material so as not to form a ledge upon which dust or grease can accumulate. (See Figure 7)

### 3.1.9. Architraves etc

Architraves, skirting boards, picture rails and the like are not permitted.

### 3.1.10. Vertical Corners, Corridor Walls and the Like

Vertical corners, corridor walls and the like, which are likely to be damaged by trolleys, kegs or similar traffic are to be protected by stainless steel angles, rubbing strips or other approved material (applies to door openings, columns and the like).

## **3.2. Floors**

### 3.2.1. Construction

In food preparation areas and the like floors are to be constructed of solid construction and finished with materials which are impervious, non-slip, non-abrasive, resistant to chemicals, capable of withstanding heavy duty operation, scouring with steam, hot water, soap and detergent; and include ceramic tiles of an approved size and type properly fixed, impermeable cement render or similar topping over concrete, quarry tiles, magnesite or other approved material laid to the manufacturer's specifications.

### 3.2.2. Vinyl and Similar Preformed Materials

In food display, food storage and other selected positions in food preparation areas commercial grade vinyl sheeting with welded joints or similar preformed material laid over a solid impervious base or an approved underlay is acceptable providing they are laid strictly in accordance with the manufacturer's specifications.

### 3.2.3. Finish

The floor finish is to be smooth and even, free of cracks, crevices or surface protrusions that will prevent easy cleaning, graded and drained where necessary.

### 3.2.4. Tile Joints

Floor tiles are to be butt jointed or alternatively the open joints are to be epoxy grouted, and finished flush with the floor surface material.

### 3.2.5. Floor Wastes

Floor wastes shall be provided in food preparation areas and wet areas in locations where directed.



### 3.2.6. Coving

The intersections of floors with walls and exposed plinths are to be coved to a radius of 25mm. Vinyl and similar preformed material is to be continued at least 75mm up the wall or other vertical surfaces.

### 3.2.7. Backing Piece

Where vinyl sheeting and other similar preformed material is turned up to form a cove, a fillet or backing piece is to be fitted to provide support.

### 3.2.8. Carpet

Carpet may be used as a floor finish only in areas where customers stand or sit to receive food or service.

## **3.3. Ceilings**

### 3.3.1. Provision

Ceilings shall be provided over food preparation, display or storage areas.

### 3.3.2. Construction

Ceilings are to be constructed of a rigid smooth faced, non-absorbent material and could include fibrous plaster, plasterboard, fibrous cement, cement render or other approved material painted with a washable gloss paint of a light colour.

### 3.3.3. Drop-in Panels

Drop-in removable panel ceilings are not permitted over food preparation, display and servery areas.

### 3.3.4. Finish

The surface finish shall be free of open joints, cracks, crevices or openings in which grease, vapours or vermin may collect.

### 3.3.5. Intersections

The intersection of the walls and ceiling are to be tight jointed, sealed and dustproof.

### 3.3.6. Ceiling Light Fittings

Ceiling light fittings are to be installed flush with the ceiling surface, or alternatively, provided with an approved diffuser cover to prevent the accumulation of dust or harbourage of vermin.

### **3.4. Window Openings, Door Openings, and Serving Hatches**

#### 3.4.1. Windows

Window openings in kitchens and food preparation areas are to be designed and constructed with the window-sills at not less than 300mm above the top of any bench, table or equipment where splashing is likely to occur.

#### 3.4.2. Alternatively

In approved positions where benches, tables, equipment, etc. are at least 100mm clear of the wall surface and window-sills are exposed the provisions of 3.4.1 may be varied.

#### 3.4.3. Splayed Sills

All window-sills are to be splayed inwards at an angle of 45° and finished with material matching the wall finish, with all vertical and horizontal edges rounded or bullnosed to a smooth even finish.

#### 3.4.4. Architraves

Window and door architraves are not permitted.

#### 3.4.5. Fly Proofing

Removable fly proofing shall be provided as directed by Council's Environmental Health Officer.

#### 3.4.6. Finish

Door openings, serving hatches and the like are to be finished in the same material as the wall, returned to meet the door jamb with the vertical and horizontal edges rounded or bullnosed to a smooth even surface.

#### 3.4.7. Corner Protection

Where door openings are likely to be damaged by trolleys or similar traffic, the vertical corners are to be protected in an approved manner. (See section 3.1.10).

#### 3.4.8. Flyscreen Doors

Fly proofing to external door openings shall be provided as directed by Council's Environmental Health Officer.

### **3.5. Service Pipes, Vermin-Proofing**

#### 3.5.1. Concealment of Pipes

Where possible all service pipes are to be located on the exterior of the premises or concealed in floors, plinths, walls or ceilings.

### 3.5.2. Pipe Supports on Brackets

Where it is not possible to conceal pipes or where it is contrary to the regulations of other authorities, such pipes are to be fixed on brackets so as to provide at least 25mm clearance between the pipe and the adjacent vertical surface and 100mm between the pipe and adjacent horizontal surfaces.

### 3.5.3. Vermin-proofing of Openings

All openings in walls, floors and ceilings through which service pipes and the like, pass, shall be made proof against access of vermin.

### 3.5.4. Cavities and Voids

Cavities, false bottoms and similar hollow spaces capable of providing access and harbourage for vermin are not permitted to be formed in the construction of premises, nor in the installation of fittings and equipment, unless approved means of access are provided to such spaces or such spaces are completely sealed in an approved manner.

### 3.5.5. Sewerage Pipes

The location of sewerage pipes in food preparation, storage of serving areas is not desirable; however where circumstances will not permit an alternative position, cleaning eyes and access openings will not be permitted unless special precautions are taken to prevent likely contamination of the food in that area should any defect or chokage occur in the line.

### 3.5.6. Roller Shutters

Roller shutters and roller grilles located on external openings are to be of vermin proof design.

## **3.6. Servery Bar Construction**

### 3.6.1. In situ Construction

Where counters or bars are constructed in situ the supporting wall shall be of solid construction finished with an approved impervious material commensurate with the use.

### 3.6.2. Timber Framing

Framing of in situ bars and counters in timber is not permitted.

### 3.6.3. Counter and Bar Tops

Counter and bar tops may be constructed in solid core timber or similar timber sheeting glued and jointed in an approved manner. (See Figure 5)

### 3.6.4. Exposed Surfaces

All exposed surfaces of the bar top or counter top are to be finished with a smooth impervious material.

### 3.6.5. Exposed walls

On the preparation and/or serving side exposed wall surfaces are to be smooth, free of ledges and the surface is to be cement rendered, set with plaster, and steel trowelled to a smooth even surface and finished with a washable gloss paint, tiled or sealed with an approved material commensurate with the use of the counter or bar. (See Figure 5).

## **3.7. Storerooms**

### 3.7.1. Wall Construction

Walls of rooms used for the storage of food enclosed in hermetically sealed containers, dry packaged goods, vegetables, cleaning materials and equipment, shall be of solid construction finished with an approved impervious material commensurate with use.

### 3.7.2. Floor

The floors of such rooms shall be impervious and coved at the intersection with walls and plinths.

### 3.7.3. Cleaning Material Storage

Materials and equipment for cleaning are to be stored in a place physically separated from any food storage, display or preparation area.

## **3.8. Garbage Rooms, Grease Arresters**

### 3.8.1. Garbage Storage

A room separate from the kitchen or an appropriately constructed area outside the building is to be provided for the storage of garbage.

### 3.8.2. Refrigerated Garbage Rooms

Refrigerated garbage rooms must comply with the requirements of Section 3.9.

### 3.8.3. Construction

Rooms used for the storage of garbage and rooms used for the washing and storage of garbage receptacles are to be constructed of solid material and cement rendered and steel trowelled to a smooth even surface and made vermin proof.

### 3.8.4. Floor

The floor shall be of impervious material coved at the intersection with the walls, graded and drained to an approved floor waste within the room.

### 3.8.5. Storage Racks

Racks shall be provided for the storage and drainage where domestic type garbage bins are used and may be fixed or freestanding, with the lowest shelf 300mm above floor level.

### 3.8.6. Rack Construction

Racks to be constructed of galvanised piping, "T" iron, angle iron or solid flat steel or other approved material and preferably designed to be demountable for ease of cleaning.

### 3.8.7. Separate Room

Garbage receptacle washing machines and heavy duty commercial garbage disposal units should be housed in a room separate from the garbage store and kept 300mm clear of all walls.

### 3.8.8. Ventilation

Garbage rooms shall be vented to the external air by natural or artificial means.

### 3.8.9. Hot and Cold Water

Hot and cold water hose cocks shall be located within a garbage room or in close proximity.

### 3.8.10. Grease Arresters

The installation of grease arresters within kitchens and food preparation area is not permitted.

### 3.8.11. Internal Grease Arrester Room

Where there is no alternative but to install the grease arrester within the building, it shall be subject to the following conditions:—

- a) Prior approval shall be obtained in each case.
- b) The arrester shall be installed in a special room.
- c) The floor, walls and ceiling of the room shall be constructed of solid material sealed to prevent the escape of odours; the walls are to be cement rendered, set with plaster and steel trowelled to a smooth even surface and finished with washable gloss paint or sealed with an approved material; all angles are to be coved.
- d) The door shall be self closing and fitted with a rubber or other approved gaskets to provide a seal when closed; independent access to the arrester for cleaning purposes shall be provided where practicable from outside the building.
- e) Proposals to mechanically ventilate grease arrester are to be submitted for approval.

For information on grease arresters generally, advice should be sought as to the requirements of the respective drainage authority prior to installation.

## **3.9. Low Temperature Rooms, Including Cool Rooms and Freezer Rooms**

### 3.9.1. Solid Construction

All purpose rooms may be of solid construction which includes such materials as bricks, concrete or similar approved material, cement rendered to a smooth even finish and coved to a minimum radius of 25mm at all angles.

### 3.9.2. Prefabricated Construction

All purpose rooms may also be constructed of prefabricated wall and ceiling sections with internal and external finishes of the following material – non-corrosive aluminium, stainless steel, polyester faced or other approved materials.

### 3.9.3. Embossed Surfaces

Embossed finish is not permitted as internal lining material or panels of prefabricated low temperature rooms.

### 3.9.4. Panel Construction

The internal and external panels are to be adhered directly to the insulating material (core) to form an integral wall section.

### 3.9.5. Coving of Joints

Joints at the floor to wall intersections are to be coved and the vertical wall to wall intersections are to be finished with a cove and the edges of all joining moulds are to be tight fitting and water repellent.

### 3.9.6. Panel Finish

All panels are to be neatly cut and finished smooth to eliminate any cracks, crevices or imperfections which may provide access for vermin or be difficult to clean.

### 3.9.7. Dry Goods Storage Rooms

Approved wall and ceiling lining materials for dry goods storage rooms includes stainless steel, aluminium, polyester faced finish, hot bonded sheets, alumply, laminated plastics or other approved materials and all lining material joints are to be tight fitting and water repellent.

### 3.9.8. Concrete Floor

A concrete floor at least 75mm thick is to be provided in all low temperature rooms, graded to the doorway, coved at the intersections with the walls and finished so as to be impervious to liquids.

### 3.9.9. Concrete Floor Finishes

Unless constructed of impermeable type concrete, all low temperature room floors shall be coated, topped, or otherwise finished with an impervious material.

### 3.9.10. Plinths

Where a plinth is used its dimensions shall be identical with the external face of the low temperature room so as not to protrude beyond or recede under the vertical face.

### 3.9.11. Internal Floor Wastes

Floor drains connected directly to the sewerage service are not permitted within a low temperature room.

#### 3.9.12. Special Approval

Floor wastes may be permitted within a low temperature room where the room is used as a work or preparation room and shall be subject to special approval in each case.

#### 3.9.13. External Floor Wastes

Where circumstances require drainage, a floor waste is to be located outside the low temperature room as near as practicable to the door opening.

#### 3.9.14. Painting of Walls and Ceilings

Internal walls and ceiling surfaces are not to be painted unless the paint is of a special type prepared for use on low temperature room walls and ceilings, and applied in accordance with the paint manufacturer's specification.

#### 3.9.15. Sealing of Joints

The joint between the external walls of the low temperature room and the floor surface is to be sealed and finished in an approved manner.

#### 3.9.16. External Wall Finish

Where the external walls of a low temperature room such as "coolroom sandwich panelling" are in the kitchen, cooking or food preparation area or any other place where splashing of walls is likely to occur; the walls are to be finished with tiles or in an approved manner commensurate with the use.

#### 3.9.17. Rat-proofing

All exterior surfaces including the roof of the low temperature room are to be faced with an approved rat-proof material.

#### 3.9.18. Inaccessible Spaces

Where the room is built in such a position that an inaccessible cavity is formed between the top of the low temperature room and the ceiling above or between the low temperature room and any other wall or fixture such cavities are to be made proof against the access of rats or other vermin.

#### 3.9.19. Storage Rack Construction

Hanging bars and storage racks shall be constructed of galvanised pipe, angle iron, "T" iron, channel iron, flat metal or other approved materials, all of which should be treated to prevent corrosion.

### 3.9.20. Rack Clearance

Racks may be fixed or freestanding; the underside of the lowest shelf or rack to be at least 150mm clear of the floor.

### 3.9.21. Refrigeration Machinery

Where possible, all machinery and equipment is to be located outside the food premises. Where located inside it shall be installed in an approved manner with sufficient space for cleaning being provided both within and around:-

- Equipment (eg. compressor, motor condenser, evaporator).
- Fittings (eg. refrigeration pipes, condensate pipes).
- The floor, walls and ceilings.

### 3.9.22. Concealment of Pipes

Where possible, all service pipes and conduits are to be concealed in floors, walls or ceilings.

### 3.9.23. Fixing of Pipes on Brackets

Where concealment is not possible, pipes are to be fixed on brackets so as to provide at least 25mm clearance between the wall and pipe and 100mm between the floor and pipe. All such runs shall be kept to an absolute minimum.

### 3.9.24. Clearance from Fittings

Pipes so installed are not to run underneath fittings.

### 3.9.25. Temperature Gauge

A temperature gauge is to be provided externally to each low temperature room (including cool-rooms, chillers, freezer rooms).

### 3.9.26. Noise and Vibration

The refrigeration equipment and all associated fittings are to be installed in such a manner that the refrigeration system is capable of operating without causing noise or vibration nuisance.

### 3.9.27. Condensate Disposal

Adequate provision for the disposal of condensate shall be provided.

### 3.9.28. Condensate Discharge

Where condensate waste discharges to the sewer adequate disconnection or air gap shall be provided in accordance with the requirements of the local drainage authority.

### 3.9.29. Building Regulations

All low temperature rooms are to comply with the building regulation requirements regarding sizes of door openings, alarm devices and capability of being opened from within.



## **PART B – INSTALLATION OF FIXTURES, FITTINGS, EQUIPMENT**

### **3.10. Refrigerators and Frozen Food Cabinets**

#### **3.10.1. Supports**

Cabinets, upright or horizontal models are to be supported on wheels, plinths, legs or brackets or framework.

#### **3.10.2. Metal Bases**

In areas where food is not prepared such as supermarket retail displays, cabinets with an approved metal base may be fitted directly to an impervious floor provided a complete seal is made between the floor and the metal base of the cabinet.

#### **3.10.3. Seating of Metal Bases**

When fitting a metal base as referred to in Section 3.10.2:-

- a) The seal between the floor and the metal base of a cabinet is to be of an approved silicone sealant laid on the floor in a continuous seam.
- b) Where the floor finish is of vinyl sheeting or similar preformed material the floor covering outside the cabinet is to be sealed to the floor; turned up and sealed to the base of the cabinet with a cove.
- c) Where vinyl sheeting or similar preformed material is turned up to form a cove, a fillet or backing piece is to be fitted to provide support.
- d) Where the floor finish is of terrazzo or concrete material a vinyl skirting strip is to be sealed to the floor; and to the base of the cabinet so as to provide a cove.

#### **3.10.4. Cabinets Located Abutting Walls**

Refrigerator and frozen food cabinets may be fitted against the wall provided all joints formed between the back of the cabinet and the wall are suitably sealed to prevent the access of vermin.

#### **3.10.5. Cabinets Located Away from Walls**

Where cabinets are kept clear of walls and other fixtures they shall comply with the following requirements:-

- a) Cabinets up to 6m in length are to be kept a minimum of 200mm clear of the wall.
- b) Where the cabinet exceeds 6m in length or cabinets are installed as a continuous run of more than 6m, a minimum space of 400mm is to be provided between the rear of the cabinet and the wall.
- c) Where cabinets are kept clear of wall as specified in a) and b) above, adequate access is to be provided between the cabinets or between the cabinets and any side wall to permit easy cleaning.
- d) Where cabinets are kept clear of walls a suitable upstand or other approved means is to be provided to prevent the dislodgment of stock over the back of the cabinet or miscellaneous refuse accumulating between the wall and the cabinets.

### 3.10.6. Refrigerated Milk Bar Counters, etc.

Milk bars and similar refrigerated bar counters where consisting of a number of refrigerated cabinets or a continuous frame in one piece, are to be designed:-

- a) With a continuous top stainless steel or other approved material either cast or welded in one piece, and are to be free of open joints, cracks, crevices, etc. which may allow liquids or food particles to collect therein.
- b) So that any space formed between the face of the counter and the cabinet is to be made proof against the access of vermin, or alternatively, provided with access for easy cleaning.
- c) So that a raised edge or lip is to be formed around each opening in the bar top to prevent foreign material falling into the food wells.
- d) So that hinged lids are to be so constructed that when they are opened any liquid that may be on top of the lid will flow off into a channel formed along the hinged portion.
- e) So that the channel is to extend the full length of the lid so that the liquid will not gain access into the food well.
- f) So that all angles, internal and external, of the cabinet are to be coved or rounded, with all joints smooth finished to allow easy cleaning.

### 3.10.7. Refrigeration Machinery

Where possible, all machinery and equipment is to be located outside the food premises.

### 3.10.8. Refrigeration Motor Units

Whether located within the cabinet, adjacent to the cabinet or remote from the cabinet, motor units are to be supported on an open metal frame at least 150mm clear of the floor or 50mm above a plinth, and the unit is to be kept clear of adjacent walls.

### 3.10.9. Motor Unit Frame Design

The frame is to be designed so as to permit dust, miscellaneous refuse, and the like to fall through to the floor for easy removal. (See Section 3.10.14).

### 3.10.10. Cabinet Motors

Motor units located within cabinets supported on wheels may be mounted on an open metal frame closer than 150mm to the floor.

### 3.10.11. Top Mounted Cabinet Motors

Condensing (motor) units may be located directly on top of the cabinets, providing all likely harbourage places for vermin beneath the unit are eliminated and adequate access for cleaning is provided at the front, rear and sides of the unit.

### 3.10.12. Noise

Condensing (motor) units are to be installed so as to operate without causing offensive noise within the meaning of respective noise control legislation.

### 3.10.13. Temperatures

The refrigeration system is to be capable of:-

- a) Maintaining at all times the designed temperature within the cabinet commensurate with its proposed use.
- b) Maintaining the temperature of displayed, prepared food capable of supporting the growth of micro-organisms at temperatures prescribed by food hygiene regulation.

### 3.10.14. Ventilation Openings

Ventilation openings in cabinets are to be fitted with frames that are easily detachable.

### 3.10.15. Framework Design

When designing and fabricating angle, "T" or channel iron or flat steel for framework care is required to ensure there are no ledges or cavities formed which will permit the lodgement of dust and grease in areas accessible for cleaning.

### 3.10.16. Concealment of Pipes

Where possible, all refrigeration pipes, condensate pipes and electrical conduit are to be concealed within cabinets, or within floors, plinths or walls.

### 3.10.17. Fixing of Pipes on Brackets

Where concealment is impossible such pipes are to be fixed on brackets so as to provide at least 25mm clearance between the pipes and adjacent vertical surfaces and at least 100mm clearance from any horizontal surface.

### 3.10.18. Sealing of Openings

All openings around pipe work and other similar spaces are to be sealed and made proof against access of vermin.

### 3.10.19. Restraining Devices

A suitable restraining device is to be provided to upright cabinets where stability problems exist or are likely to occur.

## **3.11. Wheels, Plinths, Legs, Brackets and Framework Design**

### 3.11.1. Use of Wheels or Castors

Wheels or castors capable of adequately supporting and easily moving a fully loaded fitting may be fixed to fittings provided that:-

- a. Sufficient space is available to move such fittings so as to provide access to the floor beneath and the walls adjacent to the fittings for cleaning purposes.
- b. Suitable restraining devices are incorporated on the wheels or castors.

### 3.11.2. Plinth Construction and Design

Plinths are to be an integral part of the floor, constructed of solid material similar to the flooring material and are to be:-

- a. At least 75mm high
- b. Finished level to a smooth even surface.
- c. Recessed under fittings to provide a toe space of not more than 50mm.
- d. Rounded at exposed edges.
- e. Coved at the intersection with the floor and exposed walls. (See Figure 7).

### 3.11.3. Concealment of the Pipes

Service pipes may be concealed in plinths provided that the surface finish of the plinth is restored; service pipes are not permitted underneath fittings in the recessed toe space.

### 3.11.4. Legs

Legs are to be of non-corrosive solid or tubular metal or moulded plastic.

### 3.11.5. Tubular Steel Legs

If pipes are used, open ends are to be capped or sealed to prevent the access of vermin.

### 3.11.6. Clearances

Legs are to be designed and securely fixed so that:-

- a. There is a clear space between the floor and the underside of the fitting of not less than 150mm.
- b. Where the fitting is located in island formation with access from two sides, the minimum space between the floor and the underside of the fitting is 150mm.
- c. Service pipes are not permitted in the space beneath fittings unless they run vertically.
- d. A clear space of not less than 25mm is provided between the finished wall surfaces and the legs supporting fittings.
- e. Alternatively, the rear legs may be omitted and the fitting supported on brackets securely fixed onto the wall.

### 3.11.7. Brackets

Brackets are to be non-corrosive, tubular metal, solid metal or flat steel, and where tubular steel is used the open ends are to be capped or sealed to prevent the access of vermin.

### 3.11.8. Hollow brackets

Pressed metal brackets having hollow backs are not permitted even when filled in solid at the back.

### 3.11.9. Fixing

Supporting brackets are to be securely fixed so that:-

- a. Cracks and crevices are not formed.

- b. A clear space between the floor and the underside of the fitting of not less than 150mm is provided for all fittings up to 750mm in width.
- c. This height shall be increased by 25mm for every additional 100mm or part thereof, in width.
- d. Service pipes are not permitted in the space beneath fittings unless they run vertically.

#### 3.11.10. Framework

Framework supports are to be of non corrosive tubular metal, solid metal or flat steel.

#### 3.11.11. Tubular Steel Framework

If pipes are used, the open ends are to be capped or sealed to prevent the access of vermin.

#### 3.11.12. Framework Design

Framework is to be designed and fixed in such a manner that easy access is available for cleaning the framework and adjacent surfaces and designed to prevent access or harbourage of vermin.

#### 3.11.13. Hygienic Construction

Legs, brackets and framework are to be:-

- a. Finished smooth.
- b. Free of angles, cavities, crevices, ledges, recesses etc. which will permit the lodgement of dust and grease or provide areas inaccessible for cleaning.

#### 3.11.14. Flanges

Flanges fitted to the base of legs or framework, are to be concealed in the floor or plinth and shall not be fixed onto the surface of floors or plinths.

### **3.12. Supporting of Appliances, Equipment, Fittings, and Fixtures**

#### 3.12.1. Appliance Supports

Stoves, refrigerators, bain maries, stock pots, washing machines, hot water heaters, large scales, food mixers, food warmers, cupboards, counters, bars etc. are to be supported on wheels, plinths, legs, brackets or framework as outlined in Section 3.11.

#### 3.12.2. Sealing Equipment to Plinths

Where appliances, equipment fittings or fixtures are placed on plinths they are to be effectively sealed to the plinths, so as to prevent any floor washings, food spillage, liquids, vermin or miscellaneous refuse from gaining access to the surface of the plinths.

#### 3.12.3. Fixture Supports

Wash hand basins, sinks, draining boards, tubs, urns, boiling water units, benches, shelving are to be supported on legs, brackets or framework as outlined in Section 3.11.

#### 3.12.4. Bench or Counter Top Equipment

Where appliances, equipment, fittings or fixtures which are not easily moved by one person when fully loaded, are placed on benches or counters they are to be:-

- a. Kept at least 75mm above the bench or counter top and 75mm clear of walls or other vertical surfaces; or
- b. Sealed to the bench or counter top in such a manner as to eliminate any open joint, space, crevice or cavity which will allow liquids, food particles, grease or other refuse to collect; or
- c. Fitted with approved wheels or castors providing sufficient space is available to move the fittings so as to provide access to the bench or counter top beneath and the walls or other vertical surfaces adjacent to the fitting for cleaning purposes.

### **3.13. Clearances (Other than Cooking and Heating Equipment)**

#### 3.13.1. Butting of Fittings

Inaccessible crevices formed by the butting together of fittings or appliances are not permitted.

#### 3.13.2. Flashing and Sealing

Where fittings abut each other or walls any crevice formed is to be provided with a cover flashing or sealed in such a manner as to eliminate any open joint, space, crevice or cavity which will allow liquids, food particles, grease or other refuse to collect therein.

#### 3.13.3. Space Between Fittings

Where a space is provided between fittings such clear space is to be:-

- a) For fittings up to 750mm in width – at least 75mm.
- b) For fittings over 750mm in width – at least 150mm.

#### 3.13.4. Refrigeration and Frozen Food Cabinets

Where abutting walls shall comply with Section 3.10.4 and where kept clear of the walls shall comply with Section 3.10.5.

#### 3.13.5. Hot Water Heaters

Floor mounted hot water heaters shall be supported above the floor and kept clear of the wall in accordance with Sections 3.11 and 3.12.

### **3.14. Clearances (Cooking and Heating Appliances)**

#### 3.14.1. Installation

Stoves, ranges, boiling tables, ovens, deep fryers, broilers, griddles, barbecues and similar heating appliances are to be installed as follows:-

- a. Supported on approved wheels, plinths, legs, brackets or framework as outlined in Section 3.11.

- b. Located at least 200mm clear of walls where such appliances do not exceed 3 metres in a continuous run and where adequate access to such space is provided from at least one end.
- c. Located at least 400mm clear of walls where such appliances exceed 3 metres in a continuous run, and access to such space, of not less than 300mm, is to be provided from both ends.

Alternatively cooking appliances may be butted against walls, or other equipment (eg. other cooking appliances) provided all joints between the appliances and walls are suitably flashed or sealed in such a manner as to eliminate any open joint, space or crevice or cavity which will allow liquids, food particles, grease or other refuse to collect.

#### 3.14.2. Provision of Space

Where a space is provided between cooking appliances or between them and other fittings, such space is to be at least 75mm for cooking appliances up to 750mm in width.

#### 3.14.3. Cover Flashing

A cover flashing of approved material and easily removable by hand may be provided to such a space (Section 3.14.2).

#### 3.14.4. Greater Width

For widths over 750mm at least 300mm clear space is required.

#### 3.14.5. Abutting other fittings

Where cooking appliances are butt fitted to each other or to other fittings they are to be suitably flashed or sealed in such a manner as to eliminate any open joint, space, crevice or cavity which will allow liquids, food particles, grease or other refuse to collect therein or vermin to harbour (ie. a complete seal).

#### 3.14.6. Wheels or Castors

Where cooking appliances are fitted with wheels or castors and provided with a flexible connection, such appliances may abut the walls and each other providing sufficient space is available to adequately move the appliance for cleaning purposes.

#### 3.14.7. Obstruction of Ventilation

Salamanders and similar equipment shall not be located directly above other cooking appliances where the efficiency of mechanical exhaust ventilation will be impaired.

### **3.15. Counter and Bar Fittings**

#### 3.15.1. Construction

Counters and bars shall be constructed in situ of solid impervious construction (see Section 3.6) or a freestanding fixture.

### 3.15.2. Finish

Freestanding counters and bars shall be finished with glass, metal, plastic, timber sheeting or other approved material.

### 3.15.3. Timber Sheeting

Timber sheeting is to be of solid core or similar timber sheeting, glued and jointed in an approved manner and be free of cracks, crevices or cavities.

### 3.15.4. Metal Framework

Metal framework (if required) is to be as outlined in Section 3.11.

### 3.15.5. Decorative Cladding

Decorative cladding to counters or bars and any space, crevice or cavity formed between the facade, fittings, equipment, walls etc. is to be made proof against the access of vermin.

### 3.15.6. Counters and Bar Tops

- a. Are to be free of cracks, crevices or cavities.
- b. The finished surface of the top and edge are to be smooth, durable and impervious.
- c. Are to be finished on the underside with a smooth, durable impervious finish which may include glass, paint, clear lacquer or welded sheet vinyl.

### 3.15.7. Protection of Food

All food displayed on bars, counters, self service cafeterias, smorgasbords and similar positions, is to be adequately protected from contamination from customers' breath, handling, smoking or from flies, dust and other contamination. (See Figures 8, 9, 10 and 11).

### 3.15.8. Self Service Display Designs

Glass cabinets, louvred display counters and smorgasbord protection designs shall comply with design criteria as in the appended diagrams. (See Figures 8,9,10 and 11).

### 3.15.9. Supports

Freestanding counters and bars may be supported on approved wheels, plinths, legs, castors, brackets or framework, as outlined in Section 3.11.

### 3.15.10. Refrigerated Milk Bar Counters

Refrigerated milk bar counters and similar refrigerated bar counters are to be designed as outlined in Section 3.10.

### 3.15.11. Drink Dispensing Equipment

All drink dispensing equipment is to be installed in an approved manner. Motor units are to be supported as outlined in Section 3.11.



3.15.12. Post Mix Service

All post mix units are to be installed as outlined in Section 3.11.

3.15.13. Safety Glass

All glass used in the construction of equipment in which food is displayed is to be safety glass.

3.15.14. Exposed Edges

Glass shelving, sneeze guards and the like are to have exposed edges bevelled and where necessary protected to prevent chipping.

### **3.16. Cupboards and Cabinets**

3.16.1. Construction

Cupboards and cabinets shall be constructed of glass, metal, plastic, timber sheeting or other approved material

3.16.2. Timber Sheeting

Timber sheeting is to be of solid core or similar timber sheeting, glued and jointed in an approved manner; free of cracks crevices or cavities.

3.16.3. Framework

Metal framework (if required) is to be as outlined in Section 3.11.

3.16.4. Backing Materials

Plywood, hardboard and similar materials used for “backing” to cupboards and cabinets is not permitted unless the rear of the backing material is in an accessible position and coated with a smooth durable finish.

3.16.5. Cupboard and Cabinet Doors

Sliding doors are to be hung from the top of the door and the bottom guides or runners are to be open so as to permit food spillage to fall through to the floor or, alternatively, the bottom guides or runners may be terminated at least 25mm from each end of the door openings so as to permit easy cleaning.

3.16.6. Finish

The surface finish, both internally and externally, including doors and shelving, is to be to an approved standard commensurate with the use of the fitting.

### **3.17. Shelving**

3.17.1. Shelving Types

Shelving shall be freestanding or fixed.

### 3.17.2. Materials

Shelving shall be constructed of glass, metal, plastic, solid core timber or other approved material.

### 3.17.3. Absorbent Materials

The use of particle board or similar absorbent material is not permitted unless the shelving is laminated on all surfaces with an approved impervious material. (See also Section 3.15.14 and Figure. 6)

### 3.17.4. Timber Framing

Timber framing of shelving shall not be permitted; metal or similar approved material shall be used.

### 3.17.5. Backing

Plywood, hardboard and similar materials used for “backing” to shelving are not permitted unless the rear face of the backing material is in an accessible position and coated with a smooth durable finish.

### 3.17.6. Freestanding Shelving

Freestanding shelving shall be supported on wheels, legs, castors or framework as outlined in Section 3.11.

### 3.17.7. Shelf Clearances

All shelving is to be kept at least 25mm clear of walls and vertical surfaces unless the joint between the shelf and the wall or other vertical surface is sealed in such a manner as to eliminate any open joint, space, crevice or cavity which will allow liquids, food particles, grease or other refuse to collect.

### 3.17.8. Surface Finish

The surface of shelving, including edges, is to be smooth, durable, non-absorbent and free of cracks, crevices or cavities.

### 3.17.9. Stainless Steel Shelving

In kitchens, food preparation areas and similar wet areas, where direct contact with food may occur shelving and supports shall be constructed only of stainless steel. (See Figure 6.)

## **3.18. Benches, Draining Boards and Tables**

### 3.18.1. Materials

Benches, draining boards, table tops, etc. are to be of rigid smooth faced non-absorbent, durable material, free of cracks, crevices or cavities such as stainless steel or other approved material.

### 3.18.2. Surface Finish

The surface finish is to be of an approved type, commensurate with the use.

### 3.18.3. Stainless Steel Surfaces

In kitchens, food preparation areas and similar wet areas, where direct contact with food may occur, bench and table tops shall be constructed of stainless steel.

## **PART C - WASHING FACILITIES, OTHER FACILITIES & SPECIAL REQUIREMENTS**

### **3.19. Washing Facilities**

#### 3.19.1. Eating and Drinking Utensils Washing Facilities

The following washing facilities are to be provided for the cleaning of eating and drinking utensils:-

- a. A sufficient number of efficient dish-washing and/or glass washing machines; and/or
- b. A double bowl sink and/or two compartment tubs.

#### 3.19.2. Temperature Indicator

Each dish-washing and glass washing machine shall be fitted with a thermometer which is visible to the operator and show operating temperatures as required by respective State legislation.

#### 3.19.3. Rinsing Cycle

The rinsing cycles shall be operated at a temperature of not less than 80°C or at any higher temperature required by respective State legislation.

#### 3.19.4. Water Temperature

One bowl of each double sink or one compartment of each two compartment tub shall be supplied with hot water at a temperature of not less than 43°C, together with sufficient soap or detergent for effectively washing the eating and drinking utensils and the other shall be supplied with hot water at a temperature of not less than 80°C, for the final rinsing of the eating and drinking utensils or at any higher temperature required by respective State legislation.

#### 3.19.5. Thermometers

In all cases in which the cleansing of eating and drinking utensils is carried out in double bowl sinks or two compartment tubs, thermometers accurate to plus or minus 1°C, shall be provided convenient to the sinks or tubs to permit frequent checks of the water temperatures.

#### 3.19.6. Rinsing Basket

The bowl or tub used for rinsing shall be provided with approved facilities (eg. wire basket with high handles) so that all surfaces of every utensil immersed in rinse water are exposed to such water for 30 seconds.

### 3.19.7. Equipment Washing Facilities

For tools of trade, benches, fittings, machinery and utensils and implements (other than those in Section 3.19.1) a pot sink or single bowl tub shall be provided.

### 3.19.8. Hot and Cold Water

Such equipment washing facility (Section 3.19.7) is to be provided with an adequate supply of hot and cold water under pressure; the hot water temperature shall be not less than 43°C.

### 3.19.9. Hand Washing Facilities

Hand washing basins shall be provided in sufficient number in close proximity to where food is prepared; with hot and cold water provided to each, together with a sufficient supply of soap and hand drying facilities. Hot water shall be at a temperature of 40°C or any higher temperature required by respective State legislation.

### 3.19.10. Mixing Device

Hot and cold water shall be supplied to the hand wash basin through an approved mixing device which can be adjusted to enable hands to be washed under hot running water.

### 3.19.11. Hand Drying Facilities

Hand drying facilities include single use towels, air dryers or other approved hand drying facilities

### 3.19.12. Location of Hand Basins

The positioning of hand wash basins is determined by the operations of each area and is subject to approval in each individual case.

### 3.19.13. Accessible Locations

Hand wash basins should be of the freestanding type and are not to be installed under benches or similar fittings and are to be readily accessible during hours of operation.

### 3.19.14. Preparation Sink

A separate sink shall be required when foodstuffs need to be prepared by immersion in water.

### 3.19.15. Hot and Cold Water

Such a sink is to be provided with an adequate supply of hot and cold water under pressure, the hot water temperature shall be not less than 43°C.

### 3.19.16. Capacity of Hot Water Systems

Hot water systems must be capable of supplying adequate hot water at minimum temperatures as outlined above at all times, especially at peak washing up periods.

#### 3.19.17. Washing Facilities for Floors

A cleaner's sink may be required for the cleaning of floors and such a sink is to be provided with an adequate supply of hot and cold water under pressure, and is to be located in a room or space away from any food preparation area.

#### 3.19.18. Hose Connections

Where the floor is drained to an approved sanitary fitting, hot and cold water taps, fitted with hose connections, may be required to be installed in an approved position at least 600mm above the floor.

### **3.20. Food Conveyors (Dumb Waiters)**

#### 3.20.1. Vertical Lift Conveyors

Dumb waiters are to be constructed with an approved metal compartment with rounded internal angles and free from any cracks, open joints and crevices capable of holding food refuse and vermin.

#### 3.20.2. Cleaning Access

Any "well" formed at the bottom of a conveyor shaft capable of holding refuse, is to be constructed as to provide access for easy cleaning.

#### 3.20.3. Safety Regulations

Such access shall be provided in accordance with any installation and safety regulations of the relevant authorities.

#### 3.20.4. Shaft Construction

Where the walls are constructed in solid materials such as bricks, concrete, etc. these walls shall be cement rendered internally to a smooth even finish and coved at all angles.

#### 3.20.5. Horizontal Food Conveyors

Horizontal food conveyors are to be constructed of angle iron, channel iron, "T" iron, tubular framing or other approved material, with access panels to give reasonable access for maintenance and easy cleaning.

### **3.21. Oyster Opening Bays or Areas**

#### 3.21.1. Separate Area

A separate room or area is to be provided for the hosing down and opening of oysters.

#### 3.21.2. Construction

The floor and walls of any room or place used for the hosing down and the opening of oysters, shall be constructed of solid material and finished in an approved manner.

### 3.21.3. Drainage

Adequate drainage shall be provided to such room or area; grit arresters may be required.

### 3.21.4. Running Water

All sinks used in conjunction with the opening of oysters are to be provided with running potable water.

### 3.21.5. Storage Racks

Bagged oysters are to be stacked at least 300mm above the floor on approved racks or stands

## **3.22. Window Displays**

### 3.22.1. The Display Shelf

The window display shelf shall be of rigid smooth faced non-absorbent material, free of cracks or crevices – such as stainless steel or other approved material.

### 3.22.2. Coved Intersections

Where wet foods such as meat, fish and the like are displayed, the display shelf is to be coved at all intersections and graded and drained in an approved manner.

### 3.22.3. Waste Discharge

An air gap is to be provided between the discharge wastepipe and the connection to the sewerage service.

### 3.22.4. Supports

Display shelving shall be supported on approved wheels, legs, brackets, castors or framework or on solid construction. (See Section 3.11.)

## **3.23. Staff Dressing Room Accommodation**

### 3.23.1. Dressing Room or Changing Area

Adequate dressing room accommodation shall be provided for male and female staff, and sufficient lockers shall be provided for all clothing and personal effects.

### 3.23.2. Cleaning Materials and Equipment

Adequate facilities such as a cleaners' room, locker or suitable cupboard shall be provided for the storage of cleaning equipment and material. (See Section 3.7.1)

### **3.24. Toilet Accommodation**

#### 3.24.1. Staff Toilet Facilities

Adequate toilet accommodation and handwash facilities with hot and cold water together with an adequate supply of soap and hand drying facilities shall be provided for male and female staff during hours of operation.

#### 3.24.2. Air locks

Internal water-closet compartments are to be entered through an air lock.

#### 3.24.3. Customer Toilet Accommodation

Adequate customer toilet facilities shall be provided in accordance with the requirements of the Building Code of Australia.

### **3.25. Ventilation**

#### 3.25.1. Comfort Ventilation

Ventilation is to be provided either by natural means or by an approved mechanical ventilating system.

#### 3.25.2. Kitchen Exhaust Ventilation

Where cooking or extensive heating processed or such other processes as may be specified are carried out in the kitchen or in food preparation areas, an approved mechanical ventilating exhaust system shall be installed and operated in accordance with Australian Standard AS 1668 Part 1 and 2.

#### 3.25.3. Special Areas

Toilets, garbage rooms, grease arrester rooms shall be either adequately ventilated or shall be ventilated by an approved mechanical exhaust ventilating system.

## **4. GENERAL ADVICE**

### **4.1. Food Premises Registration and Inspection Fee**

Council's Environmental Health Officers carry out regular inspections of food premise and an annual inspection fee is charged to offset the costs associated with this service. A register is maintained of all food premises.

### **4.2. Requirements for Trading**

4.2.1. Food premises annual inspection fee.

4.2.2. The premises must at all times comply with the requirements of the relevant Act and Regulations in respect of cleanliness, sanitation, construction, ventilation and lighting.

4.2.3. Persons failing to comply with the provisions of the Acts and Regulations could be subject to legal proceedings.

### 4.3. Approvals

Development consent may be required when the use of a premises changes and the sale or processing of food is involved. Contact the Duty Planner in Council's Development and Environmental Services Group for advice as to whether an application is required before operating or commencing any work.

#### **DO NOT COMMENCE ANY WORK UNTIL YOUR APPLICATION HAS BEEN APPROVED**

This work could involve new construction, alterations, installation of cooking equipment, mechanical ventilation systems, toilet accommodation – all of which could prove costly if you proceed without approval and proper advice.

### 4.4. Plans

Premises requiring structural alterations or the installation of a mechanical ventilation system may require development consent and approval to construct.

Plans submitted must be in triplicate and show interior layout of the building, location and method of installation of all fittings, etc., wall, floor and ceiling finishes, lighting and ventilation details.

Plans must be submitted to the Council and approval obtained before any work is commenced. Plans must include the following details:-

- a. Location of the room in relation to any existing walls, windows or door opening of the premises.
- b. The specific use for each cool room and operating temperature.
- c. The construction and finish of walls, floor and ceiling.
- d. The method of joining prefabricated sections.
- e. Details of hanging bars, storage racks, etc.
- f. Noise control measures.
- g. Safety Requirements.

**Note:** The structural stability of cool rooms and the floor loading must be in accordance with the requirements of the manufacturer or structural engineer's requirement. Prior to operation it will be necessary to arrange an inspection by one of Council's Environmental Health Officers. Permission will not be granted to operate unless the premises complies with the requirements of the:-

- a) Food Act 1989 and Food General Regulations 1992.
- b) Development Consent and/or Construction Certificate where applicable.

### 4.5. Advice and Assistance

The standard of construction set out herein have been designed to meet the requirements of the Food Act and Regulations for the purpose of assisting you in planning your food premises.

Council's Development and Environmental Services Group will provide advice on:

- a. Whether or not an application is required and the type of application that should be submitted;



- b. Standards for construction and fitting out the premises;
- c. Application fees;
- d. Submission of plans;
- e. Registration of Food premises;
- f. All aspects of good handling.

For information regarding application requirements, please contact the Development Duty Planner. For all other information regarding food shops and food handling please contact your District Environmental Health Officer on 4429 3453.

#### **4.6. Liquor Licence**

Should you require a liquor licence you are advised to apply to the Police Licensing Court immediately.

#### **4.7. Other Authorities**

Some other authorities you may need to consult are:-

**Integral Energy** for electricity requirements and appliances.

Council's **Shoalhaven Water Group** for water supply, plumbing, drainage.

Council's **City Services Group** for garbage disposal.

**The Department of Industrial Relations** for staff amenities, mechanical equipment, safety and registration of your shop.

**The Dairy Industry Authority** for a milk licence.

#### **4.8. Education for Food Handlers**

Council regularly conducts education for food handlers detailing correct food handling techniques and basic food hygiene. Council strongly recommends that any persons working within the food industry attend. Please contact Council's Development and Environmental Services Group for information on the date and venue of the next food hygiene seminar

### **5. IMPLEMENTATION**

The Development and Environmental Services Group has responsibility to implement this policy through assessment of development applications and food premises inspections

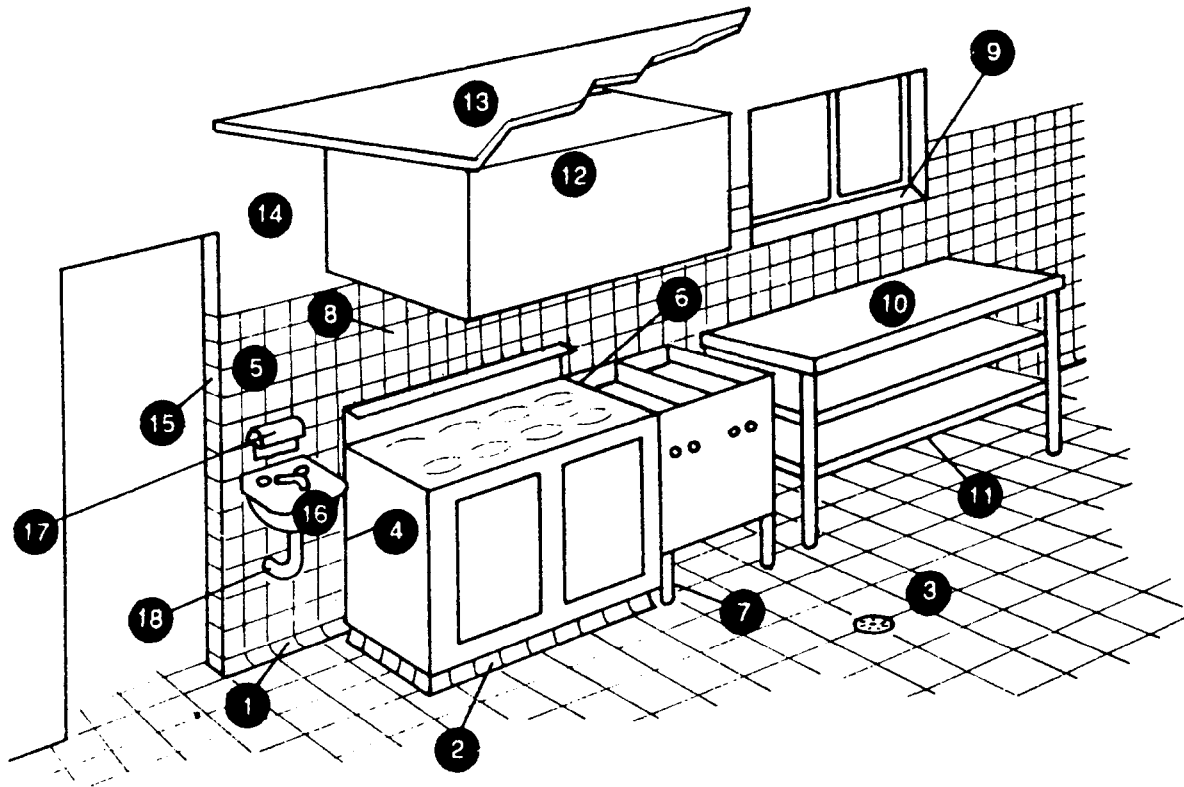
### **6. REVIEW**

This policy will be reviewed within one year of the election of every new Council, or earlier should circumstances change to warrant a review.

### **7. APPLICATION OF ESD PRINCIPLES**

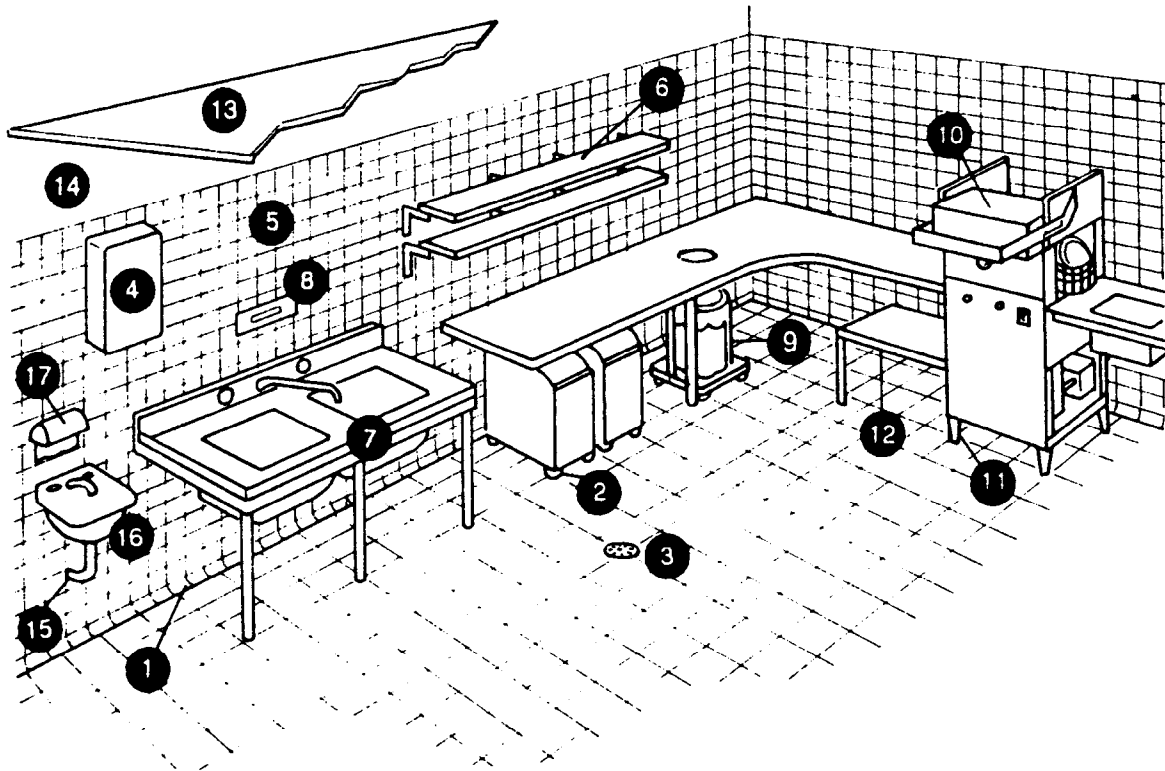
None applicable.

**Figure 1. Requirements – Typical Food Preparation Area**



- |  |  |
|--|--|
| 1. Floor/wall coving                         | 10. Preparation bench – steel framed           |
| 2. Plinth not less than 75mm high            | 11. Bottom shelf min. 150mm above floor        |
| 3. Impervious floor graded and drained       | 12. Mechanical exhaust ventilation canopy      |
| 4. Fittings sealed to wall or 200mm clear    | 13. Rigid smooth faced ceiling                 |
| 5. Walls tiled to 2000mm                     | 14. Smooth cement rendering                    |
| 6. Sealing between fittings                  | 15. No timber door frames                      |
| 7. Legs 150mm min.                           | 16. Hand basin, hot & cold water mixing set    |
| 8. No storage shelves below canopy           | 17. Soap and towel dispenser                   |
| 9. Splayed windowsill 300mm above prep bench | 18. Water and drainage pipes concealed in wall |

**Figure 2. Requirements – Typical Wash-up Area**



- |                                      |   |
|--------------------------------------|---|
| 1. Floor/wall coving                 | 10. Dishwasher with temperature indicating device |
| 2. Castors to under bench storage    | 11. Legs 150mm min.                               |
| 3. Impervious floor graded & drained | 12. Bottom shelf min. 150mm above floor           |
| 4. Hot water heater sealed to wall   | 13. Rigid smooth faced ceiling                    |
| 5. Walls tiled to 2000mm             | 14. Smooth cement rendering                       |
| 6. Shelving 25mm clear of wall       | 15. Water and drainage pipes concealed into walls |
| 7. Sink unit on metal frame          | 16. Hand basin, hot and cold water mixing set     |
| 8. Thermometer                       | 17. Soap and towel dispenser                      |
| 9. Garbage receptacle                |   |

**Figure 3. Typical Arrangement – Stove to Wall**

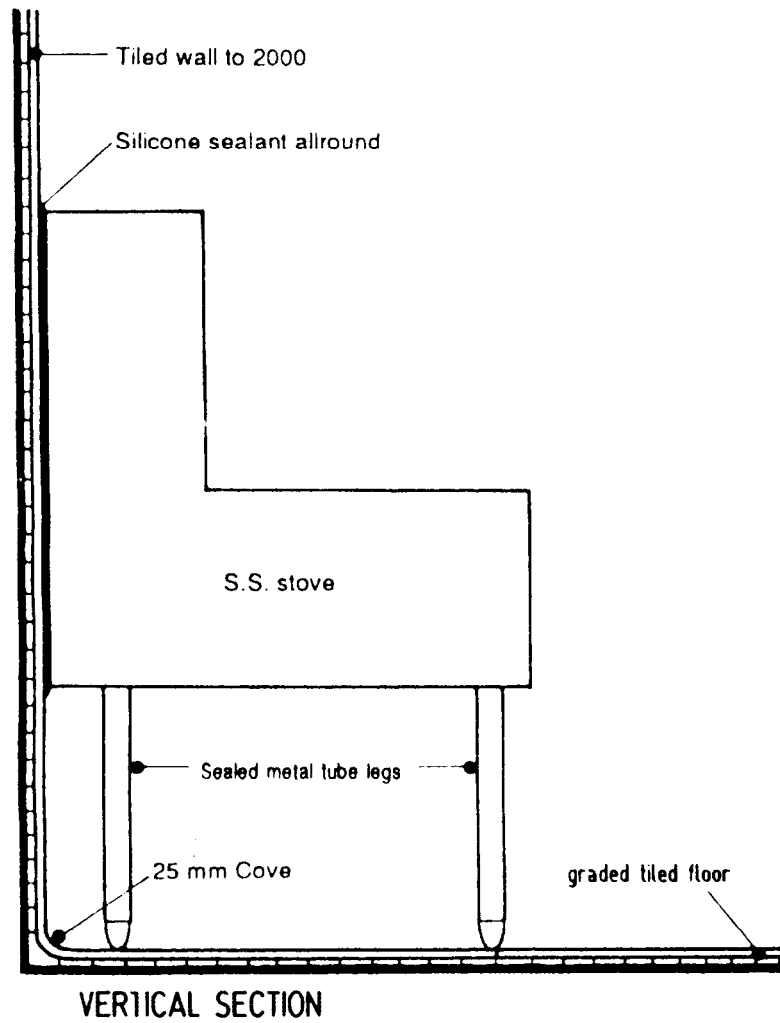


Figure 4. Typical Arrangement – Wall Bench

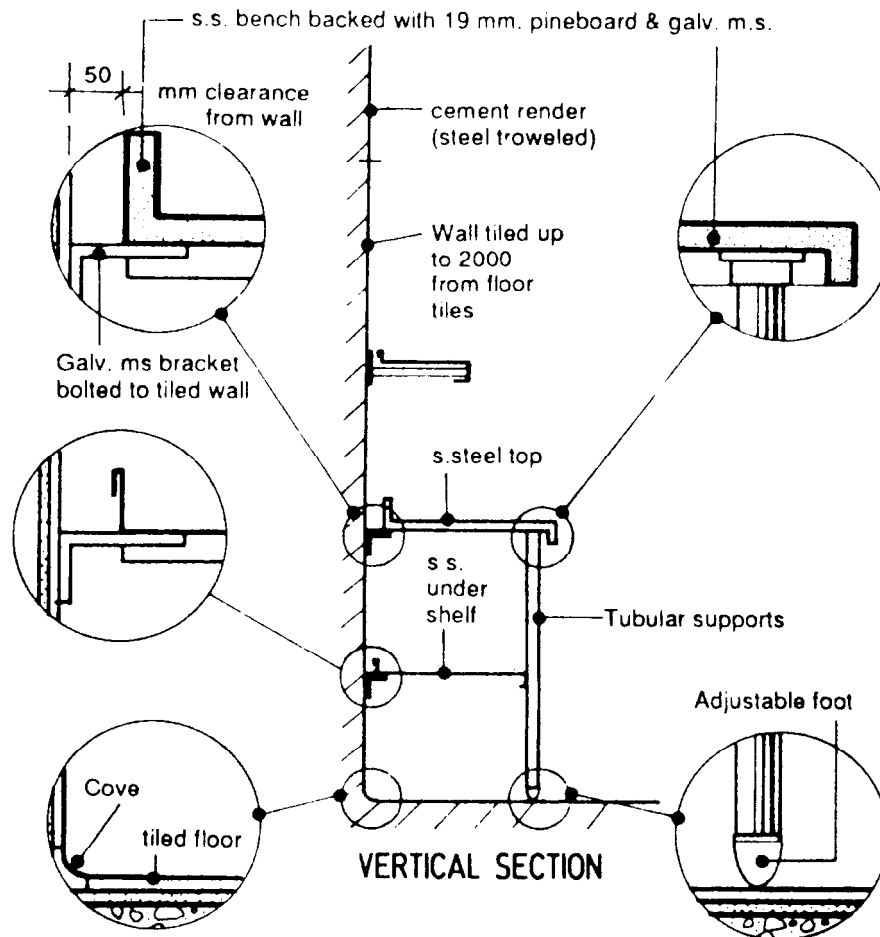


Figure 5. Typical Bar and Plinth Arrangement

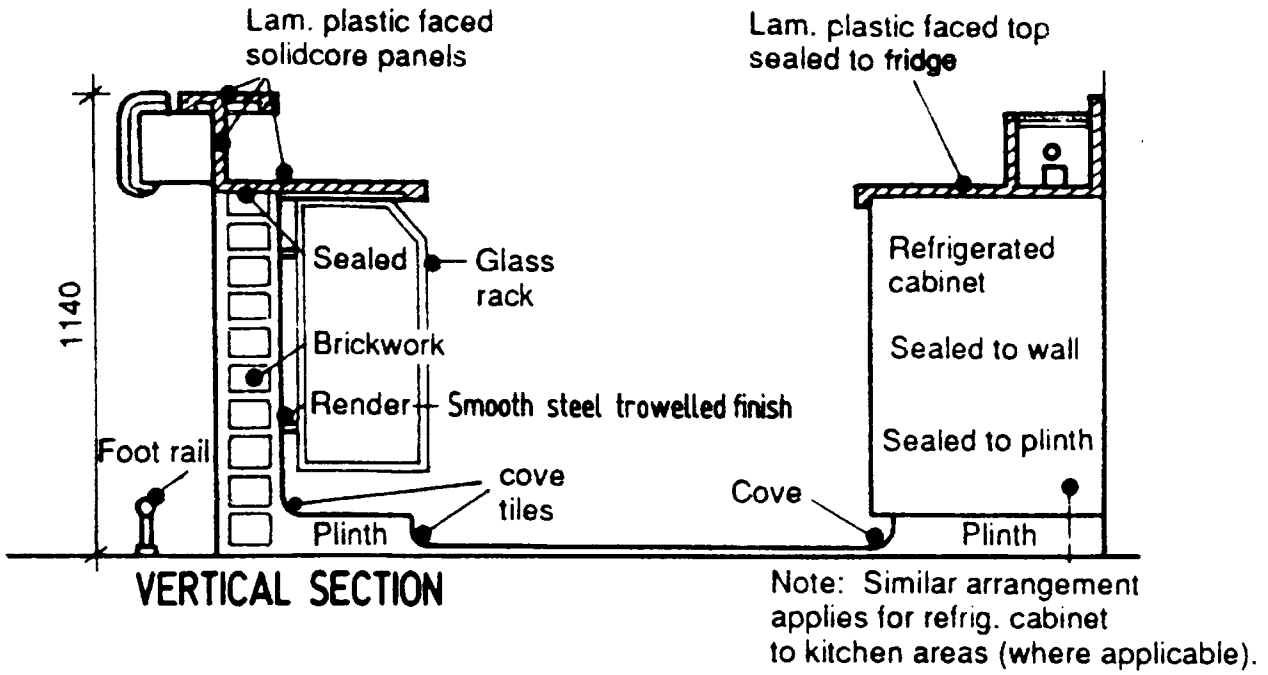


Figure 6. Typical Arrangement – Shelving

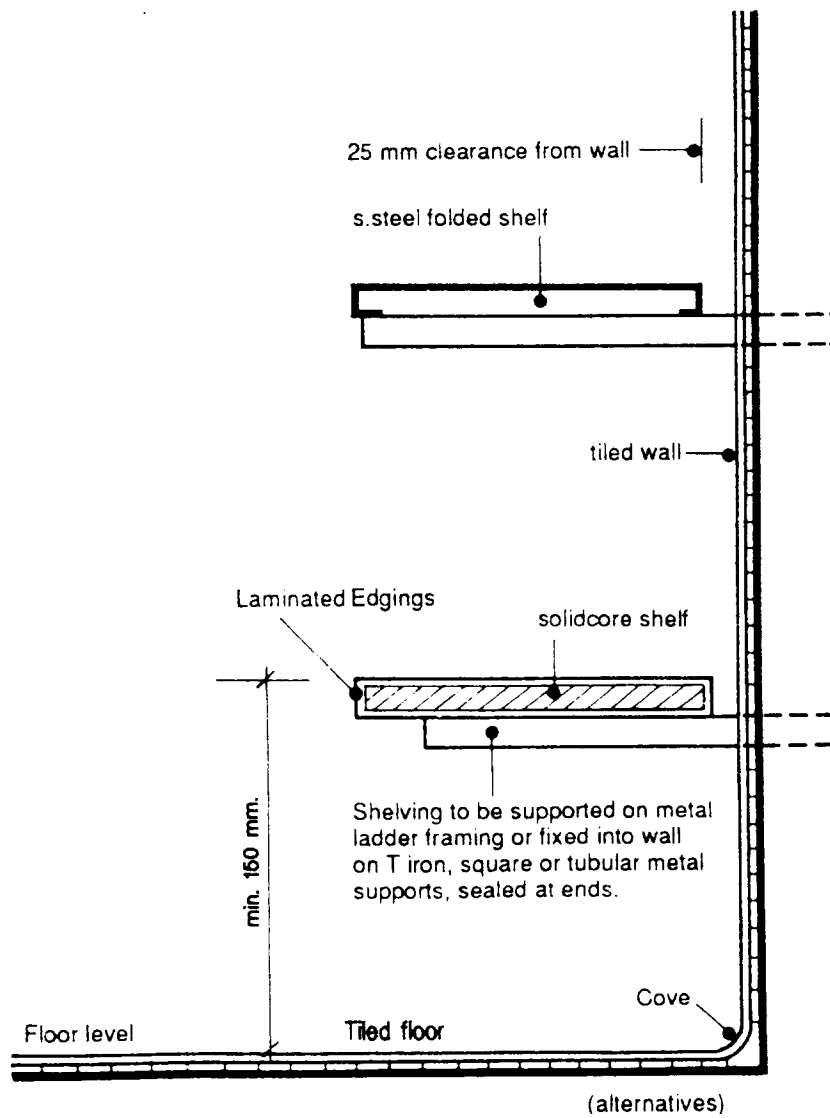


Figure 7. Typical Arrangement – Wall Cupboard (on plinth)

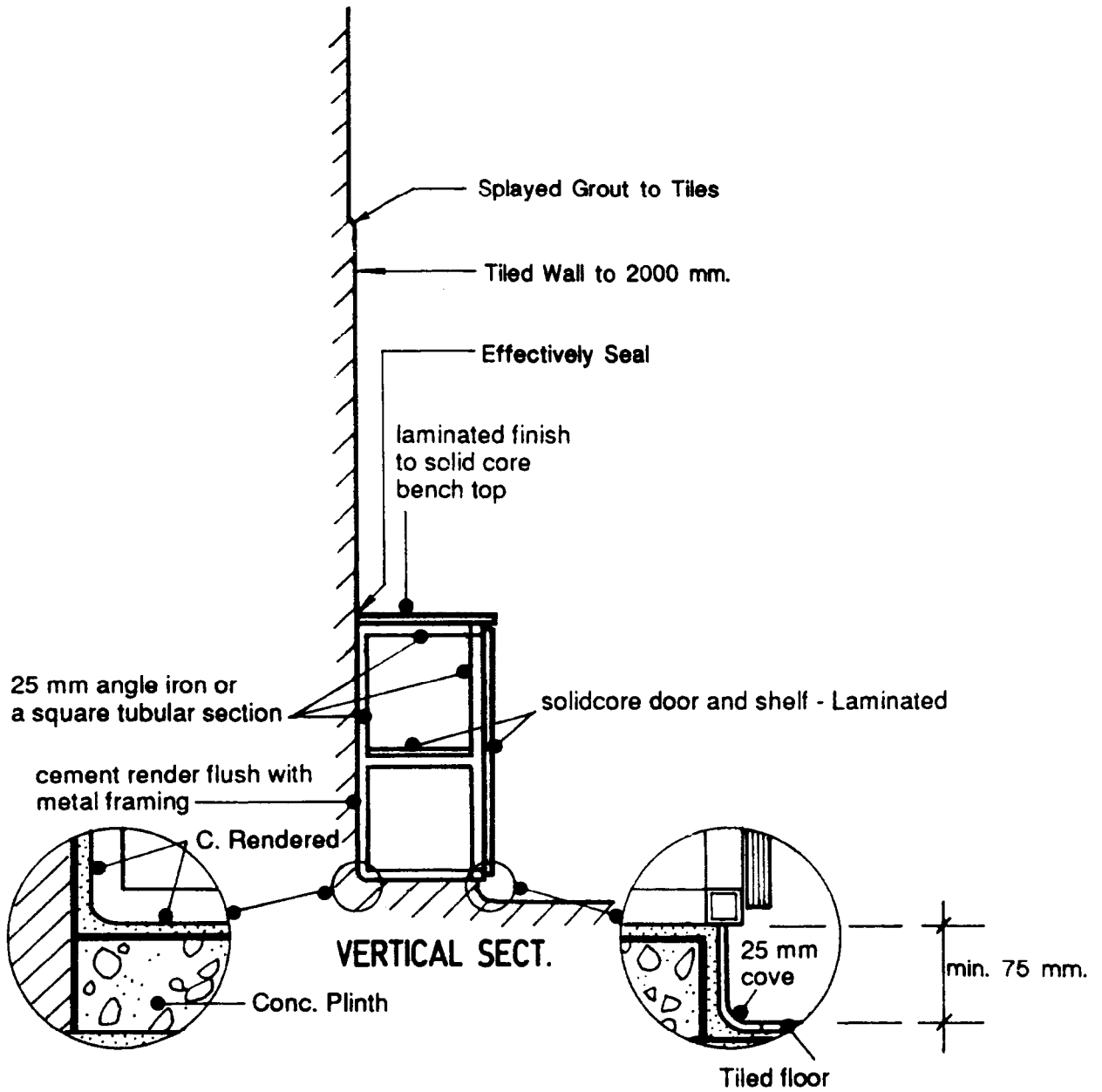




Figure 8. Cafeteria Type Self-Service Food Bar

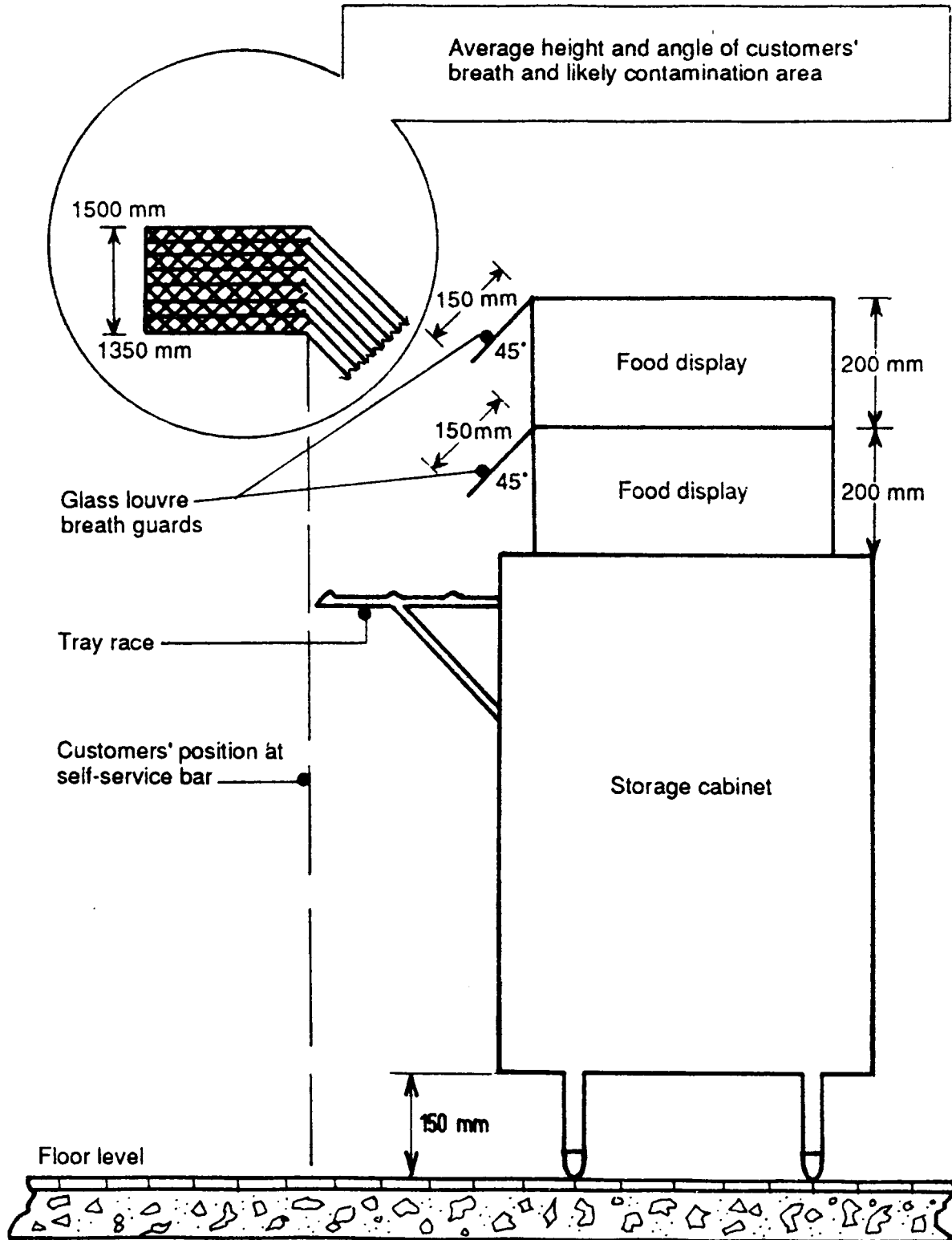


Figure 9. Self-Service Appliance without Tray Race

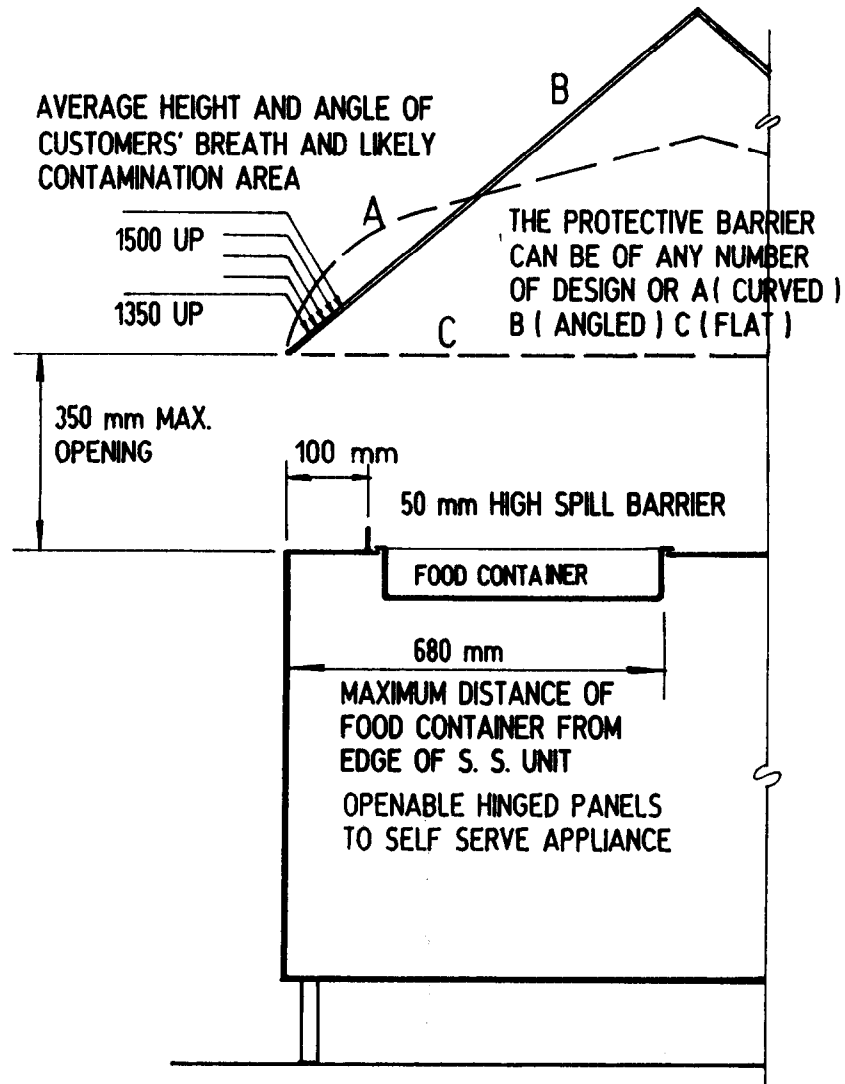


FIG. 9 SELF SERVICE APPLIANCE WITHOUT TRAY RACE

Figure 10. Self-Service Appliance with Tray Race

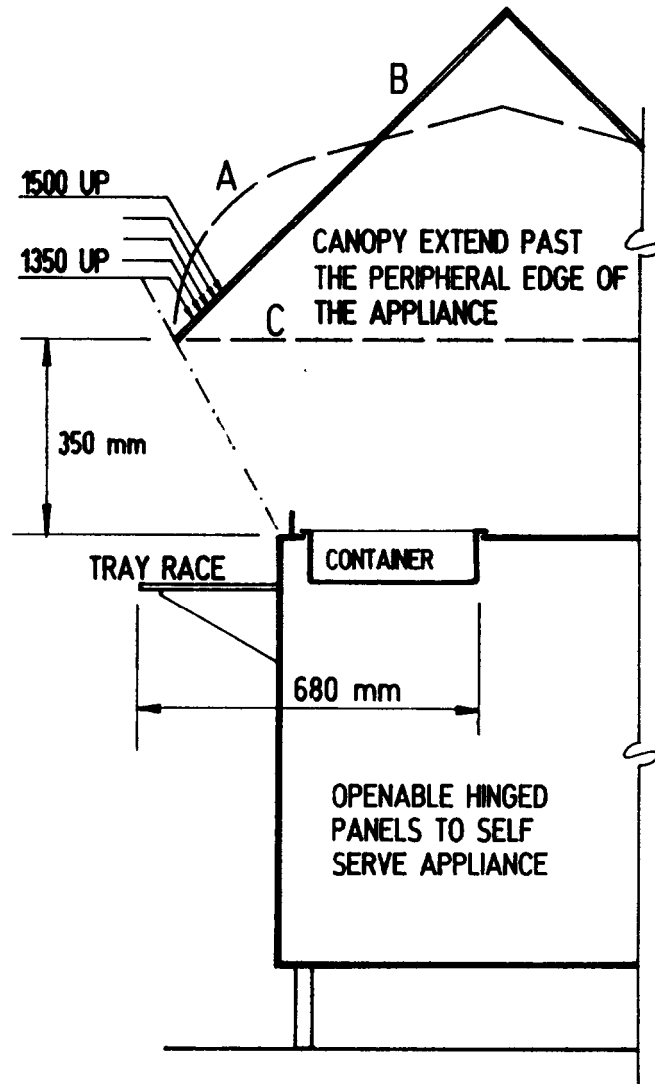
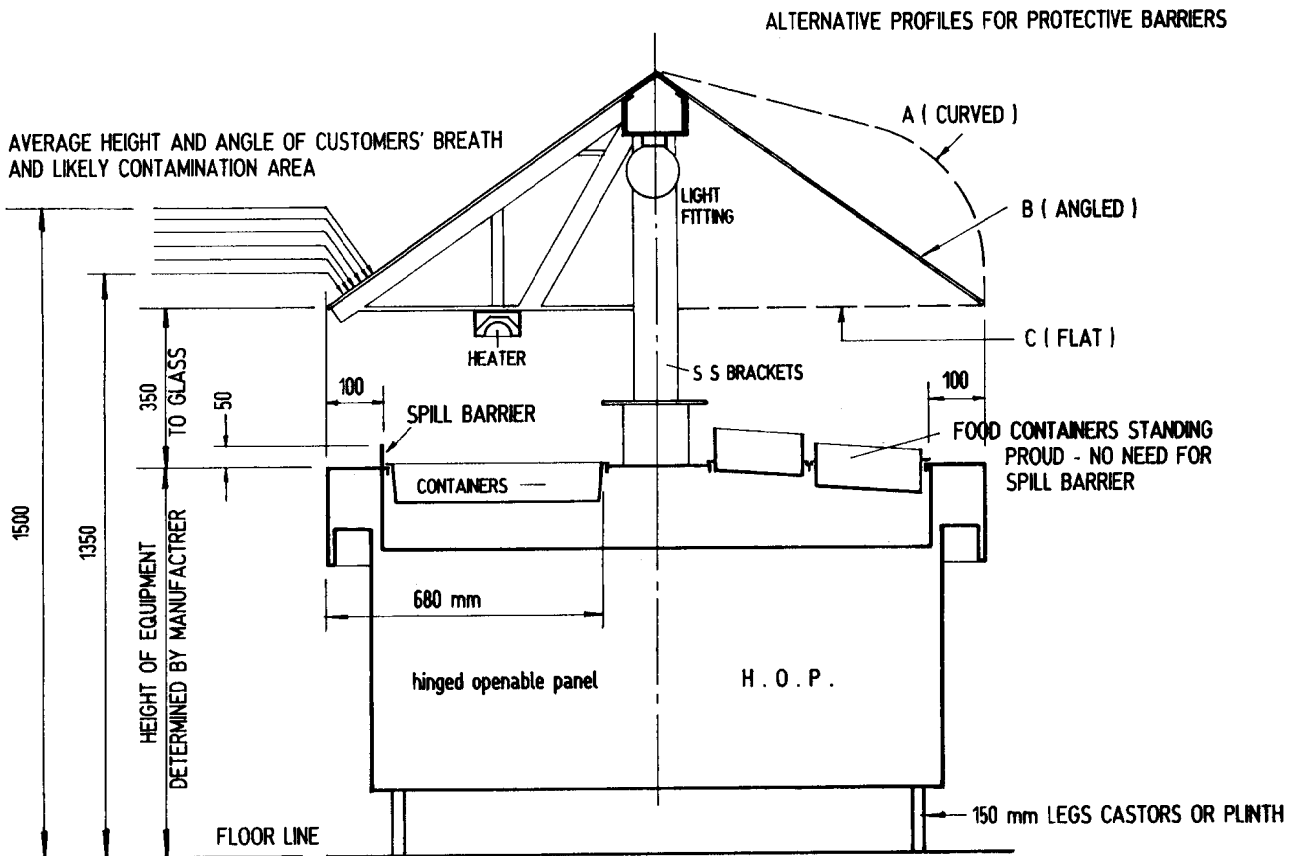


Figure 11. Self-Service Appliance without Tray Race



## Appendix 1 - Alterations/Extensions to Existing Timber Framed Food Premises

Each case will be dealt with on its merits and is subject to the specific approval of the Development and Environmental Services Manager and the following minimum standards will apply –

1. Premises for dry food storage and/or general retailing.
  - a) Timber framed walls and ceiling to be fully lined with an approved smooth faced material.
  - b) Timber quadrant shall be installed at corner of floor covering and wall sheeting. Alternatively, the floor covering may be returned about 80mm up the inner face of wall to provide a coved effect by insertion of a timber infill, suitably shaped adjacent to wall stud surface and under the floor covering.
  - c) Floor covering shall be fixed by the use of an adhesive recommended by the floor covering manufacturer, to the timber flooring.
  - d) As concrete plinths below fittings on timber floors are impractical, it is suggested that all fittings and shelving be supported on round legs or cantilevered from walls to provide the minimum clearances of 75mm, 150mm, 200mm, 300mm as separately detailed.
2. Premises for cooking, ie., an existing food shop to be adapted or converted to a Refreshment Room type premises.
  - a) Cooking/food preparation area. Uncovered timber board flooring will not be approved. Floor may be either a full concrete floor as per Section 2 of this Code, or approved wet area type floor sheeting shall be installed as follows –

Joists supporting the approved sheeting are to be fixed in accordance with the manufacturer's recommendations. Floor tiles or heavy duty vinyl shall be installed and graded to the floor waste.

Walls shall be provided with glazed ceramic tiles (or other approved materials) to a height of 2 metres above floor level (See Item 1). The remaining wall section shall be painted or covered with smooth faced material for ease of cleaning.

Junctions at walls and floor shall be a coved tile or rendered to a 25mm radius.
  - b) General retailing area – non-cooking/food preparation area (ie, customer area of shop) – Timber floor shall be covered with a heavy-duty vinyl flooring material, all joints heat sealed and flooring covering glued to timber surface.

Fittings shall be supported above the floor as detailed in Section 12.

Extension of existing timber framed food shop to provide cooking area. The entire extension, if to include the cooking/food preparation area in whole or in part, shall comply in full with the general standards of construction, ie concrete floor, brick walls, etc. (See Sections 1 and 2).

All other requirements of the Code and shall, where applicable still apply.