



POLICY No: WSC019

POLICY FOR OPERATION OF TEMPORARY FOOD PREMISES

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CERTIFIED A TRUE COPY OF POLICY ADOPTED BY COUNCIL

AUTHOR SIGNATURE	
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History of Revisions:

Version	Date	TRIM Doc. #
1	18/5/2009	D01914658
2	9/4/2014	D06269925

A. POLICY SUMMARY

A1 To ensure food sold from Temporary Food Premises does not become unsafe or unsuitable.

B. POLICY BACKGROUND

B1 A policy designed to ensure that food sold from temporary food premises is prepared, stored and handled so as to not become unsafe or unsuitable for sale within Wyong Shire. Further, the Policy will ensure operators obtain a "Single Event" or an "Annual Approval to Operate" within the Wyong Shire, to enable suitable ongoing monitoring of health standards.

C. DEFINITIONS

C1 **The Act** means the *Local Government Act NSW 1993*.

C2 **Council** means Wyong Shire Council, being the organisation responsible for the administration of Council affairs and operations and the implementation of Council policy and strategies.

D. POLICY STATEMENTS

Jurisdiction

D1 This Policy covers all elected members of Council, all personnel employed by Council, any person or organisation contracted to or acting on behalf of Council, any person or organisation employed to work on Council premises or facilities and all activities of the Council.

D2 This policy does not confer any delegated authority upon any person. All delegations to staff are issued by the General Manager.

General

D3 Food businesses selling food at temporary events are required to comply with the Food Act 2003, Food Regulation 2010, the Australia New Zealand Food Standards Code and the NSW Food Authority's guidelines "Food Handling Guidelines at Temporary Events".

D4 Prior to selling any food at a temporary event, a food business must hold a current "single event" or "Annual Approval to Operate" issued by Wyong Shire Council.

D5 Food businesses holding an "Annual Approval to Operate" a temporary food business must be renewed annually (at the completion of each financial year) if the food business continues to operate within Wyong Shire.

E. POLICY IMPLEMENTATION - PROCEDURES

- E1 This policy should be read in conjunction with the Wyong Council Code of Conduct.
- E2 It is the personal responsibility of all Council employees and agents thereof to have knowledge of, and to ensure compliance with this policy.
- E3 Where any charge, fee, supply of products or services under this policy is subject to a Goods and Services Tax (GST) an amount equal to the GST paid or payable in respect of the charge fee, supply of products or services shall be indicated in the amount of consideration paid or payable under this policy.
- E4 Associated documents
 - a) Wyong Council Code of Conduct
 - b) NSW Food Act 2003
 - c) NSW Food Regulation 2010
 - d) Australia New Zealand Standards Code