

Food Safety for mobile vehicles, trailers and food stalls Torrige District Council

Introduction

The information in this booklet is intended to provide guidance for any person wishing to operate a food business from non-fixed premises usually as a registered food business. It is not a comprehensive guide to the law, however, applying the guidance will help you to comply with legislation.

Non-registered food sales

If you would like to sell food as a one off event for example as part of a fund raising function, please contact us as we maybe able to wave the registration process. However we would prefer you to run the event under a registered food business e.g. schools may work with parents as helpers on school fetes, BBQ's etc. Someone needs to be in charge that is competent in food safety procedures and has an up-to-date food hygiene training certificate. Please complete the application form provided at Annex A.

Food Premises Registration

Before you start to operate your food business you must register with the Local Authority where the business is based. The application must be made 28 days before you intend to start trading.

A food business registration form can be obtained from:

Food and Safety Team
Torrige District Council
Riverbank House
Bideford
EX39 2QG
Telephone: 01237 428809

Or you can download the form and post this to us or apply online via business link. Search for [Torrige Food Business Support](#)

The Licensing Act 2003

If your planned event involves the sale of alcohol, regulated entertainment or late night refreshment you may - depending on the number of people attending - need to apply for a Temporary Event Notice or a Premises License. You may require a licence to serve 'late night refreshment' if you supply hot food and hot drinks between the hours of 11pm and 5am.

The four licensing objectives are:

- The prevention of crime and disorder
- The prevention of public nuisance
- Public safety
- The prevention of harm to children.

More information on the Licensing Act 2003 can be found online at the licensing section of the Torrige District Council website: Search [Torrige Licensing](#) . Telephone 01237 428700. Email: licensing@torridge.gov.uk

Requirements for movable and/or temporary premises (such as marquees, market stalls, mobile sales vehicles), premises used primarily as a private dwelling-house but where foods are regularly prepared for placing on the market and vending machines

1. Premises and vending machines are, so far as is reasonably practicable, to be so sited, designed, constructed and kept clean and maintained in good repair and condition as to avoid the risk of contamination, in particular by animals and pests.

2. In particular, where necessary:

(a) appropriate facilities are to be available to maintain adequate personal hygiene (including facilities for the hygienic washing and drying of hands, hygienic sanitary arrangements and changing facilities);

(b) surfaces in contact with food are to be in a sound condition and be easy to clean and, where necessary, to disinfect. This will require the use of smooth, washable, corrosion-resistant and non-toxic materials, unless food business operators can satisfy the competent authority that other materials used are appropriate;

(c) adequate provision is to be made for the cleaning and, where necessary, disinfecting of working utensils and equipment;

(d) where foodstuffs are cleaned as part of the food business' operations, adequate provision is to be made for this to be undertaken hygienically;

(e) an adequate supply of hot and/or cold potable water is to be available;

(f) adequate arrangements and/or facilities for the hygienic storage and disposal of hazardous and/or inedible substances and waste (whether liquid or solid) are to be available;

(g) adequate facilities and/or arrangements for maintaining and monitoring suitable food temperature conditions are to be available;

(h) foodstuffs are to be so placed as to avoid the risk of contamination so far as is reasonably practicable.

Vehicle requirements

- ❑ Vehicles and trailers should be purpose built and of an adequate size to allow food to be prepared hygienically.
- ❑ In vehicles, the cab should be separated from the food area. Where this is not possible, the cab must be constructed so that it can be kept clean.
- ❑ Barrows and temporary stalls must be constructed so that they can be kept clean and so that food is protected from the risk of contamination.
- ❑ Cleaning must be made as easy as possible
- ❑ Floors must be provided with a slip resistant, impervious material. The edges should be sealed and covered where possible to make cleaning easier.
- ❑ Where gas appliances are in use with LPG, floors must have pest proof ventilation vents, recommend one in each corner.
- ❑ Walls, ceilings and doors must be smooth and impervious and easy to clean. Suitable surfaces will include; Plastic sheet material, metal cladding, non-toxic washable paints.
- ❑ As far as possible, all surfaces should be continuous. Where joints are unavoidable they should be sealed to prevent dirt traps.

Work surfaces, storage units and equipment

- ❑ All work surfaces, cupboards and shelving should be capable of being easily cleaned. Suitable work surfaces will include laminated wood and stainless steel.
- ❑ Cupboards and storage units should be finished with an impervious, washable surface such as laminate or stainless steel. Non-toxic washable paints or varnished wood are acceptable, but are less durable.

Washing Facilities

- ❑ The provision of facilities for equipment, food and hand washing are a legal requirement. They are needed to reduce the risk of cross-contamination.
- ❑ The tables starting from page 8 will help you decide if you have the correct facilities for the type of food business that you are operating.

Hand Washing

- ❑ Where open or unwrapped foods are prepared or sold, a wash basin must be provided for washing hands.
- ❑ The basin must have a supply of hot and cold water (or warm water at a controlled temperature). Small thermos flasks are not acceptable as they do not hold enough water.
- ❑ A supply of soap and a hygienic method of hand drying must be available.
- ❑ Liquid soap and paper towels are a more hygienic option than traditional bars of soap and cloth towels.
- ❑ Hand gels are not an acceptable alternative to hot water.
- ❑ Wash basins must be designated for hand washing only and positioned so that they are easily accessible at all times.
- ❑ You may be required to have more than one hand wash basin depending on the type of food handling activities and the number of staff involved.
- ❑ Antiseptic wipes will only be acceptable if selling olives, biscuits, sweets where foods are not handled directly or if food is fully wrapped.

Equipment washing

- ❑ The number of sinks required will depend upon the type of business operation and the equipment to be washed.
- ❑ Consideration must be given to the size and the type of fixtures and fittings that will need to be cleaned. This is particularly important if you are unable to return to your base at the end of the day to clean equipment.
- ❑ You may need to wash crockery and cutlery throughout the trading period as well as equipment used for food preparation.
- ❑ It is recommended that a double bowl sink with U bend water trap for waste and integral drainer is fitted, however, a minimum of one sink must be provided, where appropriate. Waste water must be disposed of without risk of contamination to food.
- ❑ An adequate supply of hot and cold water, or warm water at a controlled temperature, must be provided, together with a detergent and/or sanitiser. In accordance with new Food Standards Agency Guidance sanitisers should be BS 1276:1997 or BS EN 13697:2001 accredited (commercial standard).

Food Washing

- ❑ A sink may be required for washing food. For example; a business which may need to wash and replenish salad items regularly.

- ❑ Food should not be washed in hand wash sinks or sinks that have been used for raw meat or washing equipment that is soiled. Alternatively a clean bowl maybe used where appropriate.

Water Supply

- ❑ Water must be taken from a potable source (i.e. directly from the mains). If a private water supply is used then you must ensure that it is regularly tested to make sure it is safe to use.
- ❑ Water should be supplied directly to the washing facilities. This is to prevent slipping accidents through spills or scalding from carrying hot water.
- ❑ For large operations hot (or warm) water should be provided continuously. A gas multipoint water heater is recommended. This type of equipment can supply hot water at a number of different outlets at one time.
- ❑ If urns or kettles are used to heat water for washing, they should have a thermostat to control the water temperature to prevent scalding accidents.
- ❑ Urns must be positioned as close as possible to the washing facility.
- ❑ Water tanks and storage containers must be regularly cleansed and disinfected.
- ❑ Suitable disinfectant tablets or liquids can be obtained from camping/caravan suppliers or supermarkets.
- ❑ The manufacturers guidance on the use of disinfectants must be carefully followed to ensure that disinfection is effective

Quantity of water required

- ❑ This will depend on the type of business and the ability to refill your water supply whilst trading.
- ❑ Before setting up your business on site, you should determine the position of a suitable water supply and the number of storage containers you will need.
- ❑ A minimum of 40 litres (8 gallons) of cold water and 10 litres (2 gallons) of hot water should be available. This could be reduced for businesses providing only low risk wrapped products.

Waste Water

- ❑ Waste water should drain from the washing facility into a sealed container.
- ❑ The container must be clearly marked as 'waste water'.
- ❑ Waste water must not discharge onto the highway, into rainwater gullies or onto the ground.
- ❑ Waste water must be disposed of at an appropriate disposal point.
- ❑ Containers used for waste water must be regularly cleaned and disinfected.
- ❑ Under no circumstances should the waste water container be used for carrying clean, potable water.

Waste Storage and Disposal

- ❑ Waste must be stored in lidded bins. Foot pedal operated bins are best.
- ❑ Waste bins must be emptied regularly. This will discourage flying insects from entering the vehicle or stall.
- ❑ Suitable bins should be provided for customers to dispose of their litter.
- ❑ Waste oil must be left to cool and collected in a lidded container it must be collected by a licensed waste contractor.

Ventilation

- ❑ Adequate natural or mechanical ventilation must be provided in a mobile catering vehicle. Ventilation is required at high and low levels to remove cooking odours and condensation to reduce heat and humidity as well as removing smoke and vapours
- ❑ A ventilation canopy should be provided above deep fat fryers and griddles. The canopy should incorporate grease filters
- ❑ The ventilation ducting should terminate above the roof of the vehicle or trailer and be fitted with a suitable cowl to prevent rainwater from entering the unit
- ❑ LPG gas appliances must be certified by a competent person who is Gas Safe Registered, www.gassaferegister.co.uk
- ❑ Pest proof vents must be provided in the floor at four corners to prevent the accumulation of LPG gas in the mobile unit should there be a leak, discuss this with your gas safe registered engineer.

Lighting

- ❑ Adequate natural or artificial light is required to allow for hygienic food preparation and for staff to work safely
- ❑ Light bulbs and fluorescent tubes should be protected with shatterproof covers

Toilets

- ❑ When traders operate on the same site throughout the day, arrangements should be made for access to toilets in nearby premises.
- ❑ Toilets provided inside a catering vehicle must be suitably ventilated to the outside air.
- ❑ Entry into the toilet compartment must be through a ventilated lobby or from outside the vehicle.
- ❑ A wash hand basin complete with hot and cold water (or warm water at a controlled temperature) soap and hand drying facilities must be provided within the toilet.

Food and Safety Team
Torridge District Council
Riverbank House
Bideford
EX39 2QG
Tel 01237 428809
Email: foodandsafety@torridge.gov.uk
www.torridge.gov.uk

Useful contacts

Food Safety and Food Standards

Food Standards Agency

www.food.gov.uk

Food Standards Agency Publications: Tel.0845 606 0667

E mail: foodstandards@ecologistics.co.uk

Health and Safety

Health and Safety Executive

www.hse.gov.uk

HSE Infoline can be contacted at: HSE Information Services,
Caerphilly Business Park, Caerphilly, CF83 3GG

Tel: 08701 545500

General

Chartered Institute of Environmental Health

www.cieh.org

Nationwide Caterers Association

www.ncass.org.uk

Institute of Trading Standards

www.tradingstandards.gov.uk



ANNEX A - APPLICATION FORM

Notification to the council that you intend to sell food at a temporary event

Event	
Date of event:	
Your name:	
Business name:	
Name of person in charge on the day of the event:	
Number of people working on the stall:	

Business Address	Home Address (if different)
Post Code	Post Code
Telephone	Telephone
Mobile	Fax
Email	
Website	

Documentation required prior to the event:

- I have enclosed a copy of my health and safety risk assessment (required)
- I have enclosed a copy of my Public Insurance Document (required)
- I have completed Part A, Part B and Part C of the application form

Please have this documentation available on the day of the event where applicable:

- Food safety Management System and records
- Copy of food hygiene training records for staff handling food on the stall
- Copies of certificates for assurance schemes where required. (e.g. Organic)
- Gas Safety Certificate (required for gas appliances)
- Electrical Safety Certificate (required for electrical appliances)

Any stallholder who falsifies information on this form or fails to keep to the agreed conditions maybe suspended from trading at the event by the manager of the event.

Torrridge District Council environmental health officers may also use statutory powers where there is a risk to public health or safety.

Applicants declaration

I have read the conditions for the event relating to

- Part A Health and Safety
- Part B Waste
- Part C Food Safety

of this application form and will provide the facilities that have been requested where applicable to my business. I understand that if I fail to keep to the agreed conditions I may be suspended from trading or be subject to statutory powers under public protection law.

**Name of Food Business
Operator**

Signature of Food Business
Operator

Date

It is recommended that you keep a copy of this form for your records

Please return this form, and any enclosures to:

Food and Safety Team
Torrridge District Council
Riverbank House
Bideford
Devon
EX39 2QG
Tel: 01237 428809

The event attracts crowds of people and therefore extra care needs to be taken to ensure public safety. Environmental Health Officers from the Public Protection Service may visit your stall during the event to ensure that everything is safe and hygienic. Please help them to carry out their duties. Working together will help everyone to have a safe and enjoyable event.

PART A HEALTH AND SAFETY

HEALTH AND SAFETY
Training
The people who are running and working on the stall will receive training relating to health and safety risks associated with the stall.
Risk Assessment
I will carry out a risk assessment relating to my stall including a fire risk assessment where required. (If you need guidance on carrying out a risk assessment details of contacts are at the end of the application form.)
Stalls that are cooking - If you are not cooking circle- N/A
Cooking appliances and other equipment with hot surfaces will be shielded to prevent members of the public coming into contact with the hot surface. Stallholders engaged in cooking must have a fire blanket and appropriate type of extinguisher available. (Your fire risk assessment should identify what equipment you need.) As a recommendation, stalls cooking food should have a 4kg dry powder or four litre foam extinguisher. If deep fat frying is taking place it is recommended that you fit a flame failure device and also have a suitable fire blanket available. Stalls with generators and or electrical equipment should have a 4kg dry powder or carbon dioxide CO2 extinguisher.
Electrical Appliances - If you are not using electrical appliances circle- N/A
Please write what electrical equipment you will be bringing to use at the event below:
<ul style="list-style-type: none">- The electrical appliances we use at the event will be designed and constructed to a suitable standard and are regularly checked and maintained by a competent person.- The electrical appliances, cables and connections will either be protected from exposure to the elements (rain) or must comply with appropriate British Standard for use in wet conditions.- Electrical cables will be protected from damage and will not be trailed across walkways without floor cable covers.
Gas Appliances - If you are not using gas appliances circle - N/A
Please write how many cylinders you will have on site, the size and the type of gas cylinder (e.g. LPG, Butane) below:
<ul style="list-style-type: none">- The gas fired appliances we are using are designed and constructed to a suitable standard and are regularly checked and maintained by a competent person.- A gas safety certificate will be available for inspection at the event. (See Gas safe register online for contact details of suitable gas engineers.)

PART B WASTE

Waste

Waste Water will need to be collected in clearly labelled waste water container(s) which are capable of being emptied without spillage and manual handling risks. Where facilities for waste water disposal have been made available on site you must follow the organisers rules for disposal. Where there are no facilities for waste water disposal the waste water container must be taken back to your food business for suitable disposal off site.

Waste oil must be left to cool and emptied into a suitable lidded container. Fats and oils must not be poured into the drains or on the ground. Oils should be returned to your business for collection via a licensed contractor.

Litter and rubbish generated during the event by the business must be cleared regularly from the stall and surrounding areas and not allowed to collect at the back of stalls. All refuse should be kept in suitable containers and should be of a sufficient size for the amount of litter likely to be generated.

Note: The area around the stall must be kept free from obstruction. You will be responsible for ensuring that the area immediately around your stall is kept free of tripping and slipping hazards e.g. rubbish including waste cups, boxes or spillages of grease etc.

PART B WASTE

FOOD SAFETY

Food hygiene regulations are in place to protect the general public from all food risks and hazards. Mobile caterers have a responsibility to adhere to those regulations and ensure every product that is sold is safe to consume. The hygiene requirements are set out in Regulation EC 852/2004 and the Food Hygiene (England) Regulations 2006.

For stalls selling food, applications will only be considered from businesses that are registered with the Local Authority where their business is based.

My food business is registered with (Name of the council):

DESCRIPTION OF FOOD ON SALE- Please list **ALL** products you intend to sell at the event. You will only be permitted to sell produce listed below, and may be asked to remove any undeclared items. Please contact the Torridge Food and Safety Team prior to event in Torridge to discuss and agree any changes. (Contact details are at the end of the form)

Wrapped Foods e.g. raw meat, cooked meat, jars of jam etc

Unwrapped Foods e.g. pies, pasties

Foods that will be cooked on site - Please provide details of the foods you will cook on site for sale or for samples. If you are not cooking leave blank

Samples and Tasters- Please provide details of the food available for customers to taste. Leave blank if you will not be providing samples/tasters.

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Documented Food Safety Management

You must assess the food safety risks of your business and have documented procedures to show how you ensure that the food you produce is safe. You should contact your council for further details. Further information is also available on the Food Standards Website www.food.gov.uk

PART B WASTE

Food Hygiene Training
Food handlers are to be supervised and instructed and/or trained in hygiene matters appropriate to their work activity. A record of food hygiene training received by staff must be made available for inspection on the stall.
Hand Washing Facilities
Where open high risk foods are handled there must be good hand washing facilities on the stall. These must include a basin or sink with a supply of hot and cold water. Ideally this should be purpose built and connected to a water supply and drainage facilities. Small thermos flasks are not acceptable as they do not hold enough water. You will need to consider how you will provide hot water to your stall. Where hot water is provided by an urn a suitable risk assessment must be made. Antiseptic wipes will only be acceptable if there is no direct food handling e.g. olives, biscuits, sweets or if food is fully wrapped. Where the event organiser provides hot and or cold water and you intend to use this you will be required to bring a container to safely transfer the water to your stall. You must also provide a suitable container to remove waste water from your stall.
Equipment Cleaning Facilities
Where you cut, slice or prepare any foods on work surfaces or chopping boards or use equipment to handle open high risk foods, you must provide a second separate sink for washing of equipment with a supply of hot and cold water or appropriately mixed running water to the sink. Suitable drainage must be provided for the sink.
Cleaning Chemicals and Equipment
You must ensure your stall is kept clean throughout the event. You will need to have cleaning equipment and materials including cleaning cloths, detergents and sanitizers (Commercial grade: BS 1276 or BS 13697).
Food Storage and display
All foods must be stored off the floor If you are selling high-risk foods e.g. cooked meats/products, fish, shellfish and soft and blue veined cheeses, you must ensure these are kept chilled at 8 ⁰ C and below. (N.B all foods should be kept out of direct sunlight) temperature checks should be carried out. If you are storing hot food on site you must ensure it is held at 63 ⁰ C and above or sold within 2 hours. Temperature checks should be carried out.
Cooking
If you are cooking food on site you must have a method to ensure that foods are cooked or reheated thoroughly, a safe cook core temperature is above 75 ⁰ C.