



Ruapehu District Council

Private Bag 1001, Taumarunui 3946
Phone 07 895 8188 or 06 385 8364

Application and Consent Notice for

Food Stall (including Sausage Sizzle)

Section 10.5, Ruapehu District Council Public Places Bylaw 2012

Applicant Details

Applicant's Name

Organisation

Applicant's Address

Phone

Mobile

Email

Event/Shop Owner Details

Date Required

Time From

Time to

Type of Food

☐

Hot Food

☐

Sausage Sizzle

☐

Other
(specify)

Outside
(Shop Name)

Please Note: Shop Owner's permission must be obtained. This includes Ruapehu District Council for land that is owned and administered by Council.

Shop Owner's
Signature

Date

Applicant to Complete

I have read and understand the conditions as set out in the Public Places Bylaw 2012 (attached).

Date

Applicant's
Signature

Council Use Only

☐

Approved

☐

Not Approved

CSO Name
(print)

RFS No

Date Available
and Booked

Fee Due

(Refer Fees and Charges Manual)

GL Code

Receipt No/Date

68 00 01 1100

Payment by Direct Credit

Ruapehu District Council - BNZ Taumarunui
Account No: 02 0424 0150061 00

**Please ensure your name is in the Reference Field,
along with the words "Prem Reg"**

Prior to the Event

- 1 Where will you obtain your supplies of produce, meat, food or product ingredients that you will sell or use to make the products you sell? *Please note all foods for sale must be purchased from registered food premises, eg, registered supermarket. Ruapehu District Council does not endorse the preparation of food for sale in kitchens that are not registered under the Food Hygiene Regulations 1974 (eg, a domestic kitchen such as at your home)*

- 2 Will food be purchased immediately prior to, and directly transported to, the event? ☐ Yes ☐ No

If YES, go to Question 5

- 3 Where will the food be stored prior to the event?

- 4 Where will the food be prepared prior to the event?

☐ Storage facilities at the place of event

☐ Registered Premises (please list)

☐ Other (please specify)

- 5 How will the food be transported to the event?

☐ By Supplier

☐ Refrigerated Van

☐ Insulated Containers

☐ Wrapped (low risk food only)

☐ Other (specify)

At the Event

- 6 Where will the food be stored prior to the event?

☐ Storage facilities at the place of event

☐ Registered Premises (please list)

☐ Other (please specify)

- 7 Will there be any food preparation at the event? ☐ Yes (specify)

☐ No

At the Event (continued)

8 Where food requires temperature control, how do you intend to keep the food hot or cold?

Hot food (above 60°C) Yes No

Cooked to Order ☐ ☐

Insulated Container ☐ ☐

Bain-Marie ☐ ☐

Other (specify)

Cold food (below 5°C) Yes No

Insulated Container with ice ☐ ☐

Fridge ☐ ☐

Cool Room ☐ ☐

Other (specify)

9 How will you protect unwrapped foods against possible contamination?

10 What precautions are in place to prevent bare hands directly contacting foods?

☐ Food Handling Gloves ☐ Utensils such as tongs/spoons ☐ Separate money-taker

☐ Other (specify)

11 How will food be supplied to customers?

☐ Pre-packaged ☐ Pre-wrapped package ☐ Single service plates/containers, etc

12 What precautions are in place to prevent bare hands directly contacting foods?

☐ Portable hand basin with liquid soap and paper towels

☐ Anti-bacterial hand wipes/lotion

☐ Plastic container with outlet/tap with liquid soap and paper towels

13 What facilities are proposed for washing food handling utensils?

☐ Kitchen at the event ☐ Portable sink units ☐ Containers filled with hot water

☐ Take home (an adequate supply of clean utensils must be provided for the duration of the event)

14 Where is the wastewater to be discharged? (*Wastewater is not to be discarded into the stormwater system, eg, gutters, drains, or directly onto the ground/footpath*)

☐ Disposed of in a sewer outlet at registered premises ☐ Sewer outlet (eg, toilet, sink)

☐ Other (specify)

15 Do you or your staff have formal food hygiene training?

☐ Yes (specify)

☐ No



Food Stall Guidelines

- 1 If available, power must be supplied to food stalls prior to food delivery. Switch on storage and display units before the food arrives. Perishable foods must not be kept at ambient (room or outside air) temperatures. They must be stored at or above 60°C for hot foods or below 4°C for cold foods. Chilly bins, with ice in them, must be used to transport food, and store perishable foods in if you don't have access to a fridge or cool room.

Controlling food temperatures is critical for avoiding food poisoning. Food exposed to the danger zone temperatures of between 4°C and 60°C for longer than two hours greatly increases the risk of food poisoning.
- 2 Cook all meat thoroughly; chicken and processed meats (eg, sausages and hamburger patties) must not be pink on the inside. Avoid cross-contamination - keep raw meats separate from cooked meats and other foods at all times, including on the hot plate.
- 3 Hand washing facilities must be supplied and utilised. They must either be connected to a running water supply, or you must use a 20 litre container with a tap at the bottom and a bucket below to catch wastewater. Soap and paper towels must be used. People handling money must NOT handle food, and vice versa. If using disposable gloves you still require hand washing facilities - wash hands before and after wearing gloves. Change gloves regularly throughout the day and do not touch money or other unclean items. Use tongs and utensils for handling food as much as possible.
- 4 Shelter all food from the sun and overhead contaminants, including all food preparation and food storage areas. Umbrellas and tents are to be used.
- 5 Ensure that all food is appropriately covered to protect them from contamination by flies and other insects. Rubbish must also be removed regularly from the food site. Appropriate sized rubbish bags must be provided and used inside appropriate sized bins with lids.
- 6 Food must not be left uncovered or unprotected on the front counter/bench of the stall or caravan where customers can sneeze on it or make physical contact with the food.
- 7 Clean and appropriate food utensils must be available to ensure that cross contamination does not occur by customers. Check that tongs, spoons and other utensils are plentiful for self-service and for use by staff.
- 8 Staff are to wear suitable clothing to prevent cross-contamination to the food. Clean hats and aprons should be worn at all times and in the food area only, not to and from work or around other areas, such as the bathroom.
- 9 An appropriate First Aid Kit with coloured waterproof dressings, antiseptic and gloves is to be situated in every food stall.
- 10 Environmental Health Officers may be inspecting the food stalls during the event. Food stalls that do not comply with the above or any other relevant part of the Food Hygiene Regulations 1974 and Council's Food Safety Bylaws, run the risk of having the food seized and/or the food stall closed.

***If you have any questions, please do not hesitate to contact
Council's Environmental Health Officer on 07 895 8188 or 06 385 8364***

Extract from Ruapehu District Council Public Health and Safety Bylaw 2012 Relating to Food Safety - Chapter 13

13.0 Food Safety

13.1 Introduction

13.1.1 This Part of the Bylaw is made pursuant to Council's powers under the following Acts and Regulations hereunder and any other Act or authority in any way enabling it to make Bylaws:

- Local Government Act 2002
- Health Act 1956

13.1.2 The purpose of this Part of the Bylaw is to set requirements so that all premises, where food is prepared for sale, employ staff that are adequately trained in food hygiene. The Bylaw also allows territorial authorities to close premises that are unsanitary.

13.1.3 The aim of this Part of the Bylaw is to ensure that safe food is available in all food premises throughout the District.

13.1.4 This Part of the Bylaw is made pursuant to section 145 of the Local Government Act 2002 and section 64 of the Health Act 1956.

13.2 Compulsory Training for Food Handlers

13.2.1 All food premises are required to have food handling staff that have passed or are in the process of acquiring an NZQA approved basic food hygiene or food safety certificate, with the exception of those premises that have a Food Safety Programme approved by the Food Safety Authority.

13.2.2 It shall be the duty of the occupier of every food premise to ensure that food handling staff have passed an NZQA or are in the process of acquiring an NZQA approved basic food hygiene or food safety certificate.

13.2.3 Every food premises shall have at least one person employed in a supervisory and staff training capacity who is trained to the standard required, provided that Council may grant an exemption or partial exemption where full compliance may be unreasonable having regard to the site and the nature of the premises.

13.2.4 In the case of food premises which consist of separate departments or sections, each of which functions more or less in isolation from the others; at least one person shall be appointed to act in a supervisory position within each separate department or section.

13.2.5 The occupier of every food premises shall ensure that adequate records are kept relating to staff training and that copies of all certificates gained by staff are kept on the premises for perusal by any authorised officer upon request.

13.3 Closure of Premises

13.3.1 Where any food premises or part of any food premises or any appliance, fitting or fixture or other equipment on any food premises by reason of their situation, construction, disrepair, or state are in such a condition that any food in the food premises may become unfit for human consumption, an authorised officer may serve a notice in writing on the occupier of the premises requiring him/her:

- (a) To cease to use the premises as food premises, or to clean or reconstruct or to repair the premises, or part of the premises; or
- (b) To cease to use, or to clean, reconstruct, or repair any appliance, fittings, fixture or other equipment on those premises in accordance with the requirements and within the time specified in the notice.

13.3.2 Where an occupier has been directed to cease to use any food premises the occupier shall not recommence use of those food premises until permission has been given in writing by Council.