

Welcome...

to the annual edition of The Food Advisor from Livingstone Shire Council. Livingstone's Environmental Health Team is delighted to continue to provide up to date information for our food businesses. We are always happy to offer advice and answer questions in relation to food safety.

Food Business Licence Renewal

It is important to ensure that your Food Business Licence is renewed by 30 June 2018. Prior to returning your Food Business Licence Renewal, ensure that the following has been completed:

- Check the form displays the correct details for your food business.
- Check the Food Safety Supervisor listed is current.
- Check the Licensee has signed the form.
- Ensure the declaration boxes have all been ticked.
- Check you have the correct payment.

If you have ticked all the boxes you are ready to submit your renewal application at a Livingstone Shire Council Customer Service Centre, post or upload and complete payment online.

As a requirement of the *Food Act 2006* you must display your current licence in a prominent position within a customer accessible area.

Make certain you read the current conditions attached to your certificate and take measures to ensure you meet the conditions.



Livingstone online services 24/7 - Check it out!

You can now lodge and pay your food business renewal application online at www.livingstone.qld.gov.au/onlineservices

Follow the link and instructions online. Prior to lodging you will need to be a registered user and have your payment reference number. This can be found on your renewal form.



With our move to a more digital world, businesses will find that more of our correspondence will be sent via email. To ensure this is a smooth process, confirm your email address on your renewal form.

All correspondence will be (unless requested otherwise) sent via email, this will include Food Business Licences. If you do not have the facilities to print your licence please email HealthAdministration@livingstone.qld.gov.au so a paper copy can be posted to you.



Don't forget to use **I'm Alert**, our free online Food Safety Training to assist in keeping your skills and knowledge updated. www.livingstone.qld.gov.au/1221/I'm Alert Food Safety Training



For most food businesses record keeping is not a requirement of your licence, but it is encouraged. Some of the benefits of record keeping are:

- » If food safety is compromised in any manner your records will assist you in establishing a defence of 'due diligence'.
- » It will allow you the licensee to monitor the areas that are important for food safety and address them prior to an issue.

Council has provided many templates with information sheets on our website that can be tailored to suit the needs of your business. Check this regularly as we are always adding new templates.

Most recently we have added templates and information sheets for sushi acidification and non-reticulated water chlorination; check them out here: www.livingstone.qld.gov.au/906/Food-Safety-Folders

Food Business Self-Assessment

Council has developed a self-assessment checklist for businesses as a guidance tool to ensure the food premises is prepared for an inspection by a Council EHO. Undertaking self-assessments of your business on a regular basis will assist in meeting your legislative obligations. Please find a copy enclosed with your food business renewal form. An electronic copy is available at the above food safety folders link.

Food Safety Programs Audit reports

Please send your Audit reports to; HealthAdministration@livingstone.qld.gov.au



Cleaning and Sanitising

Businesses must ensure that all fixtures, fittings and equipment are maintained in a clean and sanitary condition. It is important to understand cleaning and sanitising are different and should be done as a separate process. A surface needs to be thoroughly cleaned before it is sanitised, as the presence of food, residue and detergents will reduce the effectiveness of sanitisers.

- » Clean means the removal of any food, dirt, dust, grease or visible matter,
- » Sanitise means to apply heat and/or chemicals to a surface so that the number of bacteria reduces to a level that is safe for food contact.

The Food Standards Code requires a food business must ensure the following equipment is in clean and sanitary condition. Eating and drinking utensils immediately before each use and the food contact surfaces of equipment whenever food that will come into contact with the surface is likely to be contaminated.



To Find out More

Visit Council's website
www.livingstone.qld.gov.au/publichealth



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facebook.com/livingstoneshirecouncil

Water and your food business

It is important that if your food business uses non-reticulated water supply such as tank water or ground water (bore) that you:

- » Collect water from the most suitable and safest source
- » Conduct regular water testing
- » Treat water if necessary
- » Keep records of chlorination results
- » Keep collection sources such as roofs free from extraneous matter
- » Install a first flush system and tanks are meshed
- » Ensure tanks are regularly cleaned out, all related equipment is maintained, and vermin proof

From 1 January 2018 Council EHO's will now conduct random water testing of food businesses.

What happens if we get a negative result?

- » All food operations must cease
- » Measures must be taken to improve water quality
- » A test result meeting the Australian Drinking water guidelines must be supplied
- » The business including all food contact equipment benches, utensils plates etc. must be re washed and sanitised prior to reintroducing food.



Photo taken from WE want plates on twitter. Picture @Nick Whittaker

Suitable Food Contact Equipment

Increasingly we are seeing more creative ways to plate up food, in particular the wooden board or plate. Under the food standards code food contact equipment must be smooth impervious and cleanable, any sealant used on the boards must be food grade and the item cannot be used once it has become lacerated, gouged or cracked. It is recommended to use a barrier between the food and the board and to serve food that doesn't require a knife to eat it. Once the board shows signs of gouges or cuts it should not be used. All food contact equipment including wooden boards must be able to be washed and sanitised. This may include being able to be placed in the dishwasher.

Food Safety in a Minute

- » Ensure you always have soap and disposable single use towels at all hand wash basins.
- » Wearing gloves does not replace hand washing.
- » Ensure utensils water (such as tongs spoons and knives) is changed at least hourly or more frequently if required.
- » Food businesses must have an accurate to +/- 1 degree Celsius probe thermometer at all times.
- » If your food business purchases cakes and biscuits or pre-cut fruit and vegetables ensure they are being manufactured by a licensed food business.
- » Doing an event or market ensure you have the correct food licence. Speak to one of Council's friendly EHO's to discuss any legal requirements. A food licence in a restaurant or café does not enable you to sell unpackaged food or make food off site.