

Business Information Sheet

Number 2a: Food Business: General

Here is a simple checklist of things to consider before you open a food business. It is worthwhile spending some time considering these. You may need to ask for more help from your local Environmental Health Officer (see For further information box) or by reading some of the other publications mentioned in the list (Appendix 2).

Don't forget you will need to register your food business with the local authority at least 28 days before you intend to open (see Business Information Sheet **Number 2b: Food Business: Registration of Premises**).

- What type of food do I want to prepare/cook/sell?
- Is this to be a catering/manufacturing/retail operation?
- Will I need planning permission?
- Has the food business been registered with the Local Authority?
- Will I need special approval/licensing?
- Do I want a License for selling Liquor opening late or providing public entertainment?
- How can I prevent my business causing a statutory nuisance to other premises e.g. from fumes, smoke, smell or noise?

- How much refuse is the business likely to produce and which licensed waste carrier shall I ask to remove it?
- Do I need training in food safety and/or health and safety before I start the business?
- How many staff do I need and how can I make sure they're properly trained?
- How will I ensure that my staff have good personal hygiene?
- Who will supply overclothing and arrange laundry?
- How much space will I need to operate safely?
- How should the layout of the premises be designed to ensure food safety?
- How will I analyse the food safety risks in my business and How can I prevent or minimise these?
- What sort of monitoring and checks will I need to make/how often?
- How will I assess the health and safety risks in my business and do the assessments need to be written? (Yes if five or more employees).
- How will I make sure that the structure of the premises and surfaces used is suitable for the type of food business?
- What sort of equipment will I need, how many fridges and freezers?
- How will I control pests and do I need a commercial pest control company?

Other Guidance Notes

Number 2c: Food Business: Restaurant and takeaway

Number 2d: Food Business: Personal Alcohol License

Number 2e: Food Business: Pavement Cafes

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