

Describing food, labels and allergens

You must describe food accurately on menus, information and adverts. There are also 14 allergens that need to be identified if they are used as ingredients in any dishes that you sell or provide

Trading Standards officers look at the composition, adulteration and labelling of foodstuffs. If you need advice on matters relating to trading standards go to:

www.lancashire.gov.uk/business/trading-standards

Food Hygiene Rating Scheme

Burnley Council has signed up to the national scheme run by the Food Standards Agency. We display the hygiene ratings of all our food businesses on the national website. The scheme provides information on food hygiene standards to help people choose where to eat out or shop for food.

The rating reflects the conditions at the premises found at the time of the last inspection, not the quality of the food or the standards of service.



Start up as
you mean to
go on...



Health and safety and fire safety

You must work in a way that protects you, your employees and your customers. The most likely risks are from slips and trips, contact dermatitis and manual handling accidents.

There are rules on:

- Management of workplace safety
- Standards for staff welfare
- Work equipment
- Manual handling
- Electrical and gas safety
- Ventilation and extraction



For more information visit www.hse.gov.uk/business/

You must carry out a fire risk assessment and take precautions to protect yourself, your staff and your customers.

For more information visit www.gov.uk/workplace-fire-safety

Other useful information and contacts

All of this information can be accessed from our website. We also can offer advice on the following matters which could be important in your business:

- Waste and recycling
- Planning
- Business start-up support

Burnley Council, Environmental Health, Food Safety Team

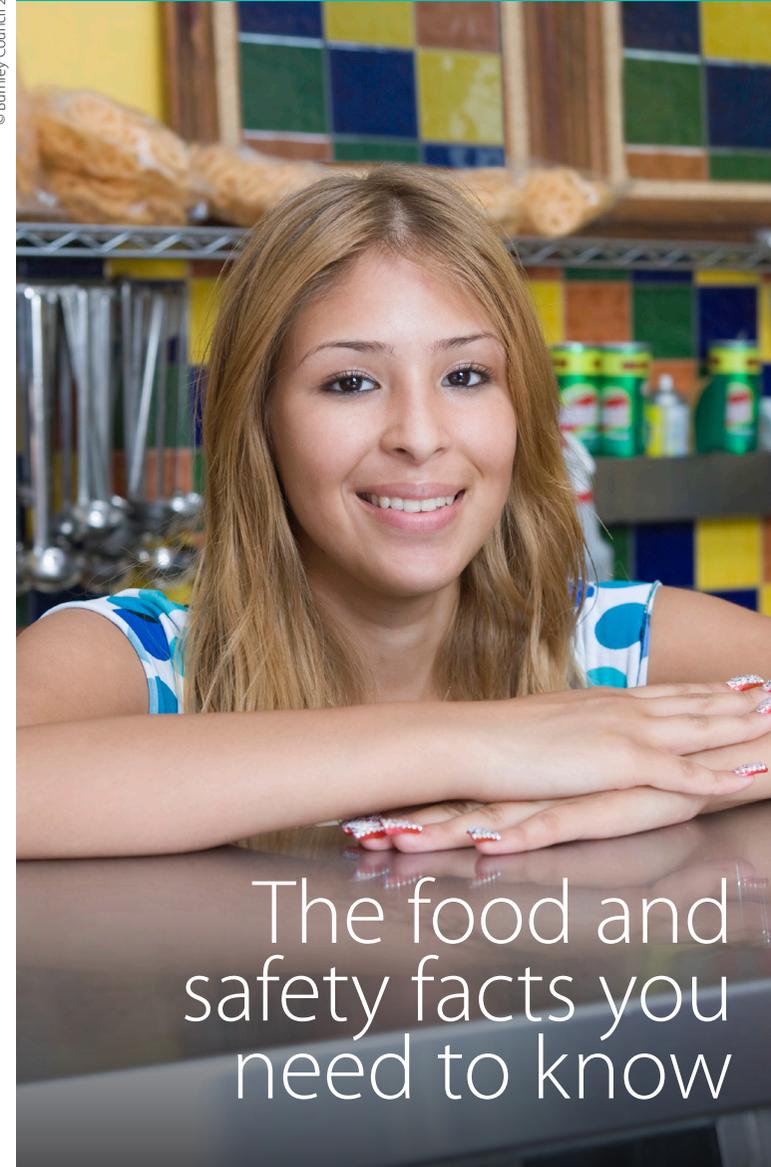
Web: www.burnley.gov.uk

Email: envhealth@burnley.gov.uk

Telephone: 01282 425011



Starting up a Food Business



The food and
safety facts you
need to know

Who this advice is aimed at?

This advice is for those people who want to set up a catering business or take over a business from someone else – for example, a restaurant, cafe or a catering business that you run from home.

It is very important to get things right at the start because it will make it much easier for you to run your business well in the future. Failure to get it right could lead to complaints, food poisoning and safety issues which could lead to a range of enforcement action being taken.

Registering your business and licenses

If you are starting a new business, there's a legal requirement that you must register with Burnley Council's environmental health team at least 28 days before opening. There is no charge for registration.

You can do this online at www.burnley.gov.uk

You will also need a licence if you want to engage in:

- The sale of alcohol by retail
- The sale of hot food between 11pm and 5am
- Providing entertainment eg live music
- The sale of food from a stall or vehicle on the street



Your premises and what's needed

You need to make sure that your premises:

- Complies with the law – they must be kept clean and maintained in good repair and condition; and
- Allow you to prepare safe food

You need to think about:

- Hand washing facilities and toilets
- Changing facilities
- Floors, walls, ceilings and windows
- Lighting, ventilation and drainage
- Surfaces
- Temperature control
- Facilities for washing food
- Cleaning and disinfection equipment and facilities
- Equipment
- Waste

You can find further information on all of these items at www.burnley.gov.uk and at the Food Standards Agency www.foodstandards.gov.uk

Managing food safety

You need to make sure that the food you make and sell is safe to eat. To do this you must put in place food safety management procedures.

In managing the safety of your food you need to think about:

- Your suppliers
- Traceability
- Storage
- Pest control
- Stock rotation
- Withdrawing food from sale
- Transport



The Food Standards Agency has produced Safer Food Better Business packs for caterers and food retailers to help you with this. They are free, easy to use, and can help you manage food safety and comply with the law.

Your staff

You must ensure that any member of staff who handles food is supervised and instructed and/or trained in food hygiene. They must understand the main food hygiene issues before they start work:

- Cleaning
- Cooking
- Chilling
- Cross contamination
- Personal hygiene
- Staff illness

Staff can attend a formal training course, gain on-the-job training or gain experience and understanding in other ways. There are a range of trainers and course providers who operate in Lancashire and across the UK.