

**Salford City Council**

**A GUIDE  
FOR  
MOBILE  
STREET  
TRADERS**

## ***INTRODUCTION***

Thank you for your recent enquiry with regard to street trading within the City of Salford.

This Council operates a street trading consent scheme under the Local Government (Miscellaneous Provisions) Act 1982.

The current fee to trade is £505.00 per annum.

Before consent to trade in the City of Salford will be issued you will be required to present your trailer for a food hygiene and/or a health and safety inspection.

It is advisable if you are considering a regular site for your mobile that you liaise with the Council's Highway Section on 793 3845 to discuss your proposals to ensure you will not be contravening highway legislation. Additionally, if you intend to trade from one place for any specific time you will need to ascertain who owns the piece of land and obtain the land owners permission as, even though you have obtained a consent to trade, the land owner can request that you remove your trailer should he/she so wish.

It is important to seek as much business advice as possible before making any final commitment to go into business. It is worth contacting major banks for business advice. They are now much more active in providing advice for small enterprises and often have departments devoted exclusively to their needs.

**REMEMBER - If you trade within the City of Salford without a valid Consent you will be liable to prosecution.**

If you wish to proceed with your application or require any further information the contact details are at the end of this guide.

# **FOOD SAFETY**

## **Vehicles/Mobile Sales Units**

Vehicles which sell food must be of a type which is suitable for use as a catering or food sales unit. Purpose made vehicles are preferred. Vehicles must be of an adequate size to allow food to be prepared hygienically. Ideally the cab should be separate from the food area. Where this is not possible, it must be constructed so that it can be cleaned easily.

Where food is sold from stalls or barrows they must be constructed so they are easy to clean and so that food is protected from risk of contamination from passing traffic and the public.

## **Construction**

The important thing is to make cleaning as easy as possible.

Floors should be covered with non-slip impervious material. The edges should be sealed and ideally coved to make cleaning easy.

Walls, ceilings and doors must be smooth, washable and easy to clean. Joints must be sealed and kept to a minimum. Suitable surfaces are plastic sheet materials, gloss paint etc. A heat resistant, easy to clean surface such as stainless steel will be required near to cooking equipment.

As far as possible, all internal structures must be free of ledges and projections to avoid dirt traps. Joints between work surfaces could be a dirt trap. Continuous surfaces are better, or joints that can be properly sealed. It is recommended that the junctions between preparation surfaces and walls are sealed with a suitable silicone sealant.

## **Work Surfaces, Storage Units, Equipment etc.**

All working surfaces, cupboard areas and shelving should be capable of being easily cleaned. Suitable preparation surfaces are stainless steel and laminated plastic. Cupboards and storage units should preferably be finished with a laminated surface. Gloss painted or varnished timber is acceptable but is less durable. Self-adhesive plastic surfaces such as 'Fablon' are not suitable.

Cooking equipment should be maintained in a clean hygienic condition at all times and all combustible materials adjacent or above the equipment must be properly fireproofed.

All equipment must be in good condition and capable of being easily cleaned. Catering grade equipment is recommended. Equipment must be secured but access should be provided for cleaning beneath and behind.

## **Temperature Control of Food**

### **Storage**

Traders must be aware that the Food Hygiene (England) Regulations 2006 require food businesses to make sure that the food they sell is safe and that it is kept at the correct temperature. Detailed information on the Regulations is available in our information sheet "Temperature Control".

Where "high risk" foods such as cooked meats, cheese, cream or milk are sold, a suitable refrigerator of adequate size should be provided to maintain such foods at low temperatures (Ideally 0°C to 5°C). In very limited circumstances the use of cool boxes and freezer packs is acceptable for storing food for short periods. However, frequent opening and closing allows temperatures to rise so their effective use is limited. The Environmental Health Officer can advise on this.

Adequate thermometers should be provided in all fridges and freezers so that temperatures can be checked daily.

Effective separation must be maintained between raw and cooked foods to prevent cross-contamination of food poisoning bacteria. Separate refrigerator accommodation should be considered for raw and cooked foods. All open food must be protected from the risk of contamination by keeping in suitable lidded containers or covering with food wrap.

Purpose made refrigeration equipment should be provided to keep ice cream, where sold or dispensed, at temperatures below -2.2°C (28°C) or colder.

Freezers for food other than ice cream should operate at -18°C or colder.

## **Cooking**

It is important that all food is cooked thoroughly to temperatures above 75°C. In particular, burgers must be cooked until the juices run clear and there are no pink bits inside.

Where possible it is safer to cook food freshly and serve it immediately. However, if food is to be kept hot for any period of time a bain-marie or other equipment must be provided which will keep the food above 63°C.

A suitable probe thermometer should be kept on the mobile and regular temperature checks carried out to ensure that correct temperatures are maintained e.g. on the bain-marie.

## **Washing Facilities**

Adequate washing facilities must be provided in all units where 'high-risk' foods such as hot dogs, burgers, ice cream etc. are sold.

Separate washing facilities must be provided for hand washing and preparing food/washing equipment. This is necessary to reduce the risk of cross contamination of food poisoning bacteria. Plastic bowls and flasks of hot water are not acceptable.

In catering units such as ice cream vans and fast food units where only a small amount of food preparation is undertaken and few utensils are used, a purpose-made double unit manufactured for mobile traders comprising a small hand basin and sink will be acceptable.

## **Hand Washing**

The following facilities must be provided: -

Where open food is sold, a purpose-made wash hand basin must be installed for personal use only, complete with an adequate supply of hot and cold water (or hot water at a suitably controlled temperature). Soap or detergent and a means of drying hands (i.e. paper towels) must be provided.

## **Equipment Washing**

The number of sinks required will depend on the size of the business and the amount of equipment to be washed. For example in catering units using crockery and cutlery for serving food, a double-bowled sink with integral drainer would be recommended, however a minimum of one sink should be provided. Sinks should be large enough for the equipment to be washed. An adequate supply of hot water and cold water must be provided.

## **Water Supply**

Water must be supplied direct to the wash basin and sink(s) and must not be carried from water heated in containers. Ideally water should be obtained from a mains supply. Where water is taken from a private supply such as a spring or well, you must arrange for it to be tested regularly to make sure it is safe to use.

Water tanks or food grade storage containers (minimum 10 gallon capacity) should be cleaned regularly ideally with disinfectant. Suitable tablets can be purchased from camping/caravan shops and some supermarkets.

Hot water must be supplied from an **instantaneous gas multipoint water heater** of a type normally fitted in caravans. These are capable of supplying a number of outlets with adequate hot water, the temperature of which can be controlled. An electrically operated pump draws water from a plastic storage container, pumps it through the appliance, where it is heated instantaneously and delivers it to the outlet over the sink or wash-hand basin.

## **Waste Water/Refuse Storage and Disposal**

Waste water must be piped direct from washing facilities into sealed containers or tanks. These should be cleaned regularly. Waste water must not be discharged into road gullies or onto the ground.

Refuse must be stored in suitable lidded bins (preferably foot pedal operated). Bins must be emptied at least daily. Where necessary, suitable bins must be provided for customers litter etc.

All refuse produced by the business should be removed from the site and disposed of properly to avoid any nuisance or attraction to vermin or insects.

## **Lighting**

Adequate natural or artificial lighting must be provided to allow food to be prepared hygienically and for staff to work safely. Fluorescent lights are a good source of illumination. It is recommended that bulbs and tubes are fitted with suitable diffusers.

## **Ventilation**

Adequate ventilation must be provided above all cooking equipment. Ventilation from frying ranges should be direct through the ceiling or wall at the rear of the appliance.

A suitable canopy must be provided above deep fat fryers, griddles etc. Grease filters are recommended. The flue should terminate at least 300mm above the roof of the vehicle and be fitted with a suitable cowl or similar to prevent rain from entering.

Adequate ventilation is needed to keep working temperatures in the vehicle comfortable and remove the products of combustion.

## **Sanitary Accommodation**

Where traders operate on the same site throughout their trading period, arrangements should be made for access to a toilet in nearby premises, or a toilet must be provided.

If sanitary accommodation is provided inside the unit it must be suitably ventilated to the external air and entered through a ventilated lobby or from the outside of the vehicle. A wash hand basin complete with an adequate supply of hot and cold water (or hot water at a suitable controlled temperature) should be provided, complete with soap or detergent and a means of drying hands (i.e. paper towels).

## **Cleaning of water pipes and water storage bottles**

It is strongly recommended to weekly flush the pipes and water bottles with appropriate cleaning chemicals such as Milton.

## **Food Safety Training**

Regulation (EC) No 852/2004 came into force in January 2006 and makes the training of food handlers compulsory. The Regulations say that all food handlers must be *'supervised and instructed and /or trained in food hygiene matters commensurate with their work activities'*.

In simple terms this means that everyone involved in a food business who handles food must receive some training or instruction. The training needed will depend on the type of business, foods prepared or served and the type of work the person does. For example a person who prepares burgers will need more detailed training than someone who handles only fruit and vegetables.

Food handlers who prepare or serve high risk foods will need a Foundation Certificate in Food Hygiene or equivalent.

It is good practice for a business to have a training plan to identify the training needed for each member of staff.

Detailed information is contained in our information sheet "Food Safety Training" which is enclosed.

### **APPROVED CIEH TRAINERS**

The following is a list of local organisations that run food safety courses:

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### **English**

1. University of Salford  
Various Courses  
Contact Eric Smith (Head of Leisure & Hospitality)  
Tel: 0161-295-2074
2. Bolton Metropolitan College  
Foundation Certificate in Food Hygiene Course Only  
Tel: 01204-531411
3. Hyg-eeze Training Services, Business & Technology Centre,  
Eccles College  
Foundation Certificate in Food Hygiene Course Only  
Tel: 0161-785-2429

4. Hopwood Hall College  
Foundation Certificate in Food Hygiene Course Only  
Tel: 01706-345346

5. OPSIS Improvement Consultants, Davyhulme, Manchester  
Various Courses  
Contact David Perkins  
Tel: 0161-614-9437

6. JA Food Assurance, Bolton  
Various Courses  
Contact Javed Atcha  
Tel: 07971784420

You can also search for a particular course, read course information, search for a suitable month and location of a course at [www.cieh.org.uk](http://www.cieh.org.uk) or [www.riphh.org.uk](http://www.riphh.org.uk)

## **Personal Hygiene**

All food traders must maintain a high level of personal cleanliness by keeping themselves, their clothes and their over clothing clean.

Hand washing is one of the most important steps in producing safe food. Hands must always be washed before starting work and after any task which may have made them dirty, particularly after handling raw food or visiting the toilet.

Clean, suitable (e.g. long sleeved) and washable over clothing must be worn whilst handling, serving or preparing open food. Head coverings are also recommended. Protective clothing should only be worn during the trading period and should not be worn when setting up the vehicle, carrying out maintenance etc.

All cuts and abrasions should be covered with a waterproof plaster at all times. Smoking in any food area is prohibited.

## **Illness**

Food handlers should not work if they are suffering from food poisoning symptoms such as diarrhoea or vomiting. They should stay away from any food handling area until 48 hours after the diarrhoea or vomiting has ceased. On return to work careful attention to personal hygiene including scrupulous hand washing is essential.

Proprietors should instruct all staff on appointment that they must notify the person in charge before they start work if suffering from any of these symptoms. It is also good practice to give new staff this instruction in writing.

The food handler should notify the Environmental Health Department of the local authority in which he is based if he is suffering from any of the symptoms.

Food handlers should also be aware that skin infections such as boils, septic fingers or any other discharging wound can also lead to contamination of food with food poisoning bacteria. These conditions must also be reported to the person in charge of the business.

## **Food Handling Practices**

Safe food handling techniques are important to reduce the risk of food poisoning. Food must be protected from risk of contamination with food poisoning bacteria.

For example: -

- Food should not be handled unless absolutely necessary. Tongs or serving utensils should be used wherever possible.
- Separate utensils and chopping boards should be used for the preparation of raw and cooked foods.
- Sneeze guards may be required at the serving counter to protect food from customers coughing or sneezing.
- Food must not be left in cans once opened.
- Food for sale must be kept completely separate from waste food or refuse.
- Wrappings must be of food grade quality, clean and stored in a clean place. Wrapping in newspaper is not acceptable unless food is first wrapped in food grade paper.
- A stock rotation system must be set up. High risk foods must be sold within their 'Use By' date. Only as much stock as is necessary for immediate use should be carried.

Where food handling is carried out at home or at a storage depot, these premises must also comply with food safety legislation.

## **Hazard Analysis**

The Food Hygiene (England) Regulations 2006 say that you must write down simple details of what you do to make sure that the food produced or sold at your premises is safe to eat.

In simple terms this means that if you run a food business you must look at the operation from start to finish, decide which parts of it might lead to the food which you serve or sell becoming unsafe to eat and take action to prevent this from happening.

Whilst the regulation does not demand that written records are kept, operators will be required to satisfy the Environmental Health Officer that they have set up a system and are keeping it up to date. You should therefore bear in mind that a brief written explanation of your system would help to show that this regulation has been complied with.

The Food Standards Agency have produced guidance called 'Safer Food, Better Business' which will guide you through how to comply and provide the necessary documentation.

Your Environmental Health Officer can provide you with a copy of this or you can order one from the Food Standards Agency website ([www.food.gov.uk/foodindustry/hygiene/sfbb](http://www.food.gov.uk/foodindustry/hygiene/sfbb))

## ***HEALTH AND SAFETY***

As far as possible accidents at work should be anticipated and prevented by the use of safe systems of work, safe equipment and the proper training and supervision of staff.

When accidents do occur, arrangements for first aid, summoning of medical assistance, investigation and reporting should be clear.

## **General Construction**

Vehicles must be of an adequate size for food handlers to work safely. A safe entry/exit to the vehicle must be provided, particularly where public have access.

Extra care is required in mobile vehicles as mains power is not usually available and bottled gas and electricity generators may be used.

## **Liquid Petroleum Gas (LPG)**

LPG is almost universally used in mobiles as a convenient and safe source of heating. It can however form a highly explosive mixture when mixed with air, particularly in enclosed spaces such as mobiles. Great care must be taken to avoid leaks of gas into the cooking area where there are naked flames.

Where liquid gas is utilised: -

- All LPG cylinders, regulators and change-over devices should be located in the open air or housed in a separate, well ventilated, fire-resistant compartment. The compartment should be ventilated at low level to the external air only and should have access exclusively from outside the vehicle (to enable safe access to shut off the cylinders in case of fire).
- The cylinders should conform to BS 50456, be fitted upright and fastened securely during transit and use. All valves and appliance controls should be turned off whilst the vehicle is in motion.
- Cylinders should preferably be connected by means of an automatic changeover device. This device should be connected to both service and reserve cylinder and will automatically divert the supply from service to reserve when the service cylinder is empty. This will ensure an uninterrupted supply and will eliminate the need to change cylinders manually whilst food handling is being carried out.
- The storage compartment should be used solely for the storage of LPG cylinders, associated pressure regulation equipment and specialist tools as necessary.

## **Flexible LPG Hoses**

Flexible LPG hoses should be of high pressured type (BS3212 part 2) where fitted between cylinder and regulator and of the low pressure type (BS3212 part 1) in all other areas.

Tubing should be kept as short as possible and properly secured by integral threads, crimping or hose clips (worm driven (jubilee) clips are not considered suitable).

Where subjected to temperatures above 50°C, LPG hose should be braided or armoured and where it passes through walls or partitions should be protected against abrasion damage by rubber grommets.

Liquid Petroleum Gas attacks rubber and it is recommended that flexible hoses should be replaced after two years use.

## **Rigid LPG Pipework**

Internal gas supply pipework should be of drawn copper or stainless steel tubing with appropriate compression or screen fittings. Flexible hose should only be utilised internally at connections to appliances.

No pipework should be run through box sections or structured cavities but should be visible or at least easily accessible. Pipework should be adequately supported at intervals not exceeding 1 metre (0.5 metres for soft copper tubing) and protected against abrasion by rubber grommets where it passes through walls or partitions.

As a minimum requirement, LPG pipework should be provided with a shut-off tap fitted prior to the first gas appliances on the line and easily accessible to persons working on the unit. It is recommended however, that where possible shut off taps are installed immediately before each appliance.

All such taps should have their open and closed positions clearly indicated upon them.

- Appliances should be manufactured to British Standard and suitable for use with LPG. They should be fitted with flame failure devices which shut off the gas to the main burner if the flame goes out. Appliances should be installed, maintained and serviced to manufacturers/suppliers instructions and securely fastened to avoid any movement.
- Adequate ventilation should be provided and a suitable flue fitted where the design of the appliances requires such.
- Catering appliances should not be left unattended whilst in use and should not be lit whilst the vehicle is in motion (unless fitted with a flame failure device, an adequate flue if in a vehicle, properly secured and not showing any naked flame).
- All persons working in mobile catering units should have adequate instructions, information and training including the dangers associated with LPG, action to be taken in the event of an emergency, safe method of changing cylinders, especially when any changeover of cylinders is undertaken.

- Compartments housing cylinders should be clearly marked 'LPG – HIGHLY FLAMMABLE – NO SMOKING'.

## **Ventilation**

Permanent ventilation equally divided at both high and low levels should also be provided in the unit to remove combustion products and any LPG leakage.

## **Cooking Equipment**

### **Fryers**

At fryers, including fish and chip ranges:-

- An automatic high temperature limit device should be fitted which will shut off the gas supply to the main burner if the temperature of the frying medium exceeds 230°C. Manual intervention should be required to re-establish the gas supply. This device should not operate on the same gas valve as the automatic temperature control.
- An automatic temperature control should be fitted to control the temperature of the frying medium with a maximum setting 205°C.

A visual examination of the containers, pipework, appliances, vents and flues should be made daily before the vehicle is taken out and again after parking up.

The complete gas installation should be examined for soundness at least once per year and more frequently as necessary according to usage.

## **Electrical Equipment**

All electrical equipment must be so constructed or maintained by a competent person to prevent danger so far as reasonably practicable. Batteries must be secured in a suitable compartment. Where generators are used they must be sited so that they do not cause nuisance to the occupiers of nearby premises. Suitable arrangements must be made for the storage of food.

## **Fire Precautions**

Suitable fire extinguishers/blankets must be provided in all vehicles with LPG installation. Detailed information is available from Greater Manchester Fire Authority.

The exit from the mobile should be kept free from obstructions.

Make sure everybody knows what to do in an emergency.

## **Hazardous Substances**

Some products and substances used on a mobile vehicle are hazardous. This could include cleaning chemicals, degreasers, adhesives and vehicle exhaust gases. The way you work should be organised so that the risk from using these substances is minimised and the likelihood of any accidents is reduced. Certain hazardous substances are covered by the Control of Substances Hazardous to Health Regulations 2002 (COSHH). You need to decide what safety precautions you need to take for any harmful substances you use. This might include: -

- Finding a safer alternative;
- Providing good ventilation;
- Making sure chemicals are stored and disposed of properly;
- Making sure staff are adequately trained or instructed; and
- Providing protective clothing such as rubber gloves or goggles.

## **Handling Hot Fat/Oil**

The main hazard associated with hot fat or oil is burns. This can be caused by splashes when food or the basket is dropped carelessly, or if it spits or boils over if there is excess water or moisture in the food. Where there is hot oil or fat there is a major fire hazard. If the oil is spilled or splashed onto the floor it can cause slips. The following safety measures should be adhered to: -

- Check that the oil is up to the oil level mark.
- Do not overfill.
- Break up dripping or fat into lumps.
- Do not top up with oil from large containers.
- Do not leave the fryer unattended while in use.
- Check the food is dry before immersing in hot oil. Brush off ice crystals carefully.
- Do not overload the basket.

- Do not let the basket drop into the oil.
- Take care when shaking food in the basket.
- Clean up spills or drips from the floor immediately.
- Allow the oil to cool before draining. The removal of oil should always be done when it has cooled sufficiently so as not to present a risk of burning or scalding.
- Turn off the fryer before cleaning and allow the oil to cool. Clean in accordance with the manufacturers' handbook.
- Have appropriate fire fighting equipment and fire blanket near the fryer with a sign explaining what to do in the event of a fire.

If filtering of oil is undertaken the oil must be hot and protective clothing must be provided. This will include a visor, heat resistant apron and heat resistant gauntlets.

When discarding hot oil, one of the biggest dangers is the presence of moisture in the disposal container. This can result in explosion and serious injury. The container used must be suitable for the purpose and should be: -

- Metal or heat resistant plastic as normal plastic will melt.
- Dry, to prevent the risk of explosion.
- Complete with lids, to prevent entry of moisture.
- Of solid construction, with no leaking welds or joints.

## **First Aid Kit**

An adequate first aid kit must be provided and be available at all times. It is recommended that this should include blue 'food grade' plasters and a finger stall.

It is also recommended that at least one person should have received emergency first aid training.

## **Reporting Accidents**

All injuries should be recorded in a suitable book. In addition to the Reporting of Injuries, Diseases and Dangerous Occurrences Regulations 1995 (RIDDOR) require some events to be reported to the enforcing authority.

The following events should be reported to us as quickly as possible (normally by telephone) and then confirmed in writing using the appropriate form within 10 days: -

- A death or major injury to an employee at work (e.g. fracture of a bone other than thumbs, fingers or toes) or an injury resulting in admission to hospital for more than 24 hours.
- Accidents connected with your work where a member of the public is killed or taken to hospital.

The following events should be reported to us in writing using the appropriate form within 10 days: -

- Accidents resulting in a person being off work or unable to do their normal work for more than 3 days.

Accidents can be reported to ICC at the following address: -

Incident Contact Centre  
Caerphilly Business Park  
Caerphilly, CF83 3GG

Telephone: 0845 300 9923 (charged at local rate)  
Via the internet: [www.riddor.gov.uk](http://www.riddor.gov.uk)  
Via the HSE website: [www.hse.gov.uk](http://www.hse.gov.uk)  
By e-mail: [riddor@natbrit.com](mailto:riddor@natbrit.com)

## ***WHERE CAN I GET MORE INFORMATION?***

### **Food Safety**

Food Safety Advice can be obtained via our website ([www.salford.gov.uk/envhealth](http://www.salford.gov.uk/envhealth)) or you can e-mail us at [environment@salford.gov.uk](mailto:environment@salford.gov.uk)

### **Health & Safety**

Health and Safety Advice can be obtained via our website ([www.salford.gov.uk/envhealth](http://www.salford.gov.uk/envhealth)) or you can e-mail us at [environment@salford.gov.uk](mailto:environment@salford.gov.uk)

In addition the following publications are available: -

- First Aid Needs in Your Workplace - Your Questions Answered (Ref: IND(G)3(L))
- First Aid at Work - Approved Code of Practice and Guidance

- Gas Appliances - Get Them Checked Keep Them Safe (Ref: IND(G)238(L))
- Electrical Safety and You (Ref: IND(G)231(L))
- Workplace Health, Safety and Welfare (Ref: IND(G)244(L))
- The Act Outlined (Ref: HSC2)
- Health and Safety in Kitchens and Food Preparation Areas (Ref: HS(G)55 ISBN 0-11-885427-5)

## **Trade Associations**

- The Mobile and Outside Caterers Association (Great Britain) Ltd., Centre Court, 1301 Stratford Road, Hall Green, Birmingham, B28 9AP. ☎ 0121 693 7000 📠: 0121 693 7100

## **SUMMARY OF THE CODE OF PRACTICE ON NOISE FROM ICE CREAM VAN CHIMES ETC 1982**

It is an offence to sound your chimes before 12 noon or after 7pm. It is also an offence to sound your chimes in such a way as to give reasonable cause for annoyance. A code of practice approved by the Government gives guidance on methods of minimising annoyance caused by your chimes. The main points of the code of practice are: -

### **DO NOT SOUND YOUR CHIMES: -**

- For longer than 4 seconds at a time.
- More often than once every 3 minutes.
- When the vehicle is stationary.
- Except on approach to a selling point.
- When in sight of another vehicle which is trading.
- When within 50 metres of schools (during school hours), hospitals and places of worship (on Sundays and other recognised days of worship).
- More often than once every 2 hours in the same length of street.
- Louder than 80dB(A) at 7.5 metres.
- As loudly in quiet areas or narrow streets as elsewhere.

**REMEMBER :**

***It is an offence to sound your chimes before 12 noon***

***It is an offence to sound your chimes at any time in a way which gives reasonable cause for annoyance.***

**WHAT TO DO NEXT**

If you wish to apply for a street trading consent please complete and return the application form on the next page. Do not send any money at this stage. If you are selling food your business will also need to be registered with the local authority where your trailer is stored. An application form for Salford is at the end of this guide. If your trailer will be stored outside the Salford area, please let us know and we can put you in touch with the relevant local authority.

An Environmental Health Officer will contact you to arrange for the food hygiene and/or health & safety inspection to be completed. Once approval has been granted your consent will be issued upon receipt of the appropriate fee.

Alternatively if you require any further information on street trading please contact: -

**Kelly Gill  
Support Assistant  
Environment Directorate  
Turnpike House  
631 Eccles New Road  
Salford  
M5 2SH**

** 0161 737 0551**

** 0161 925 1076**

# Salford City Council

## STREET TRADING APPLICATION FORM

### Local Government (Miscellaneous Provisions) Act, 1982 Part III Street Trading

I the undersigned hereby make an application to the Council of the City of Salford for a consent to trade in the streets of Salford. Detailed below is the information required to be submitted for this application.

Your Name	
Business Name (if different from the above)	
Telephone Number(s)	
Home Address	
Age (if over 21 state "over 21")	
Type of Trader (e.g. florist, hot & cold snacks)	
Type of Vehicle (if a trailer state "trailer")	
Registration Number (of towing vehicle if applicable)	
Address where garaged at night if not your home address	
Name and home address of any employees	
Address where you intend to trade (if you have a specific site in mind)	

Please note the charge for a Street Trading Consent is £505.00 per annum.

Your consent will commence once the appropriate food hygiene and / or health & safety inspections have been completed and the appropriate fee paid. For a consent issued part way through a month you will be required to pay for that complete month.

**Signature** ..... **Date** .....

Please return the completed form to Kelly Gill, Salford Environment Directorate, Turnpike House, 631 Eccles New Road, Salford, M5 2SH or if you have any queries please telephone 0161 737 0551

\*If you are paying by cash please can you take it to: Crompton House, 100 Chorley Road, Swinton.\*

#### FOR OFFICE USE ONLY

Environmental Health Officer	
Result of Inspection	
Date Vehicle Inspected	
Amount Paid	
Receipt Number	

## APPLICATION FORM FOR REGISTRATION OF FOOD BUSINESS ESTABLISHMENT

This form should be completed by food business operators in respect of new food business establishments and submitted to the relevant competent authority 28 days before commencing food operations. On the basis of the activities carried out, certain food business establishments are required to be approved rather than registered. If you are unsure whether any aspect of your food operations would require your establishment to be approved, please contact Salford City Council's Environment Directorate for guidance.

1. Address of establishment.....  
(or address at which moveable establishment is kept)..... Post Code.....
2. Name of food business.....Tel. No.....  
(trading name)
3. Full name of food business operator.....
4. Address of food business operator.....  
.....Post Code.....  
Tel. No.....E-Mail.....

- |  |                          |   |                          |
|--|--------------------------|---|--------------------------|
| 5. Type of food business (please tick <b>ALL</b> the boxes that apply) |                          | 6. Type of Business                           |                          |
| Farm Shop  | <input type="checkbox"/> | Staff restaurant/canteen/kitchen              | <input type="checkbox"/> |
| Food manufacturing/processing  | <input type="checkbox"/> | Catering                                      | <input type="checkbox"/> |
| Packer   | <input type="checkbox"/> | Hospital/residential home/school              | <input type="checkbox"/> |
| Importer   | <input type="checkbox"/> | Hotel/pub/guest house                         | <input type="checkbox"/> |
| Wholesale/cash and carry   | <input type="checkbox"/> | Private house used for a food business        | <input type="checkbox"/> |
| Distribution/warehousing   | <input type="checkbox"/> | Premises used by a number of businesses       | <input type="checkbox"/> |
| Retailer   | <input type="checkbox"/> | Moveable establishment e.g. ice cream van     | <input type="checkbox"/> |
| Restaurant/café/snack bar  | <input type="checkbox"/> | Market Stall                                  | <input type="checkbox"/> |
| Market   | <input type="checkbox"/> | Food Broker                                   | <input type="checkbox"/> |
| Seasonal Slaughterer   | <input type="checkbox"/> | Takeaway                                      | <input type="checkbox"/> |
| Other (please give details) .....                                      |                          | (If Limited Company Please complete 7. Below) |                          |

7. Limited Company Name .....Company No. ....  
Registered Office Address.....  
.....Post Code.....

8. Number of vehicles or stalls kept at, or used from, the food business establishment and used for the purposes of preparing, selling or transporting food:  
5 or less  6-10  11-50  51+
9. Water Supplied to the Food Business Establishment Public (mains) Supply  Private Supply
10. Full name of manager (if different from operator) .....
11. If this is a new business, date you intend to open.....
12. If this a seasonal business, period which you intend to be open each year.....
13. Number of people engaged in food business 0-10  11-50  51+  (please tick one box)  
*Count part-time worker(s) (25 hrs per week or less) as one half*

**This completed form should be sent to:**  
Environmental Services Directorate  
Turnpike House  
631 Eccles New Road  
Salford  
M50 1SW Tel. No. 737 0551

Signature of Food Business Operator.....  
Date: .....  
Name (BLOCK CAPITALS) .....

**AFTER THIS FORM HAS BEEN SUBMITTED, FOOD BUSINESS OPERATORS MUST NOTIFY ANY CHANGES TO THE ACTIVITIES STATED ABOVE TO SALFORD CITY COUNCIL'S ENVIRONMENT DIRECTORATE AND SHOULD DO SO WITHIN 28 DAYS OF THE CHANGE(S) HAPPENING.**

## **What is registration ?**

1. Registration of premises used for a food business ( including market stalls, delivery vehicles and other moveable structures ) is required by law. Registration will allow local authorities to keep an up-to-date list of all those premises in their area so they can visit them when they need to. The frequency of the visits will depend on the type of business.

## **Who needs to register ?**

2. If you run a food business for you must tell the local authority about any premises you use for storing, selling, distributing or preparing food. Food premises includes restaurants, hotels, cafes, shops, supermarkets, staff canteens, kitchens in office, warehouses, guest houses, delivery vehicles, buffet cars on trains, market and other stalls, hot dog and ice cream vans etc.
3. If you use vehicles for your food business in connection with permanent premises such as a shop, or warehouse you only need to tell the local authority how many vehicles you have. You do not need to register each vehicle separately. If you have one or more vehicles but no permanent premises, you must tell the authority where they are normally kept.
4. Anyone starting a new food business must register with the local authority at least 28 days before doing so.

## **How do I register ?**

5. By filling in this form Registration cannot be refused and there is no charge. The registration form must be sent to your local authority. The address can be found in the telephone directory. If the form is sent to the wrong address your application will not take effect until it is received at the proper place. If you use premises in more than one local authority area, you must register with each authority separately.
6. You must tick all the boxes which apply to your business, answer all the questions and give all the information requested. Seasonal businesses operating for a certain period each year should give the dates between which they will be open in answer to question 9. If you have any questions your local authority will help you. It is an offence to give information which you know is false.

## **What happens to the information given on the form ?**

7. The local authority will enter the details on its register. A register of addresses and the type of business carried on at each will be open to inspection by the general public. Records of the other information provided will not be publicly available.

## **Changes**

8. Once you have registered with the Local Authority you only need notify them of a change of proprietor, if the nature of the business changes, or if there is a change of the address at which movable premises are kept. The new proprietor will have to complete an application form.

If the local authority wishes to change the entry in the Register because of information which it receives from someone else you will be given 28 days notice and an opportunity to comment on the proposed change.

**These notes are provided for information only and should not be regarded as a complete Statement of the law.**

## **PUBLIC NOTICE**

### **THE COUNCIL OF THE CITY OF SALFORD**

#### **LOCAL GOVERNMENT (MISCELLANEOUS PROVISIONS) ACT 1982**

#### **SECTION 3 + SCHEDULE 4**

#### **CONTROL OF STREET TRADING IN THE CITY OF SALFORD**

On the 15<sup>th</sup> February 1984, the Council for the City of Salford passed a resolution that all the streets in the City of Salford be designated as "consent streets" for the purposes of Schedule 4 to the Local Government (Miscellaneous Provisions) Act 1982, and such designation took effect from 1<sup>st</sup> April 1984.

**TAKE NOTICE** that the Council did on the 17<sup>th</sup> April 1985, pass a resolution under paragraph 2(1) of Schedule 4 to the Local Government (Miscellaneous Provisions) Act 1982, designating certain streets in and around the four main Shopping Precincts in the City [via: Salford, Eccles, Swinton and Walkden (Ellesmere Centres and Arndale Centres)] as "prohibited streets" for the purposes of Schedule 4 to the 1982 Act, such designation to take effect on 1<sup>st</sup> July 1985. The terms of this resolution are set out below: -

"THAT the following streets in and around the four main Shopping Precincts in the City are designated as "prohibited streets" for the purposes of Schedule 4 to the Local Government (Miscellaneous Provisions) Act 1982, such designation to take effect on 1<sup>st</sup> July 1985, namely: -

#### **SALFORD SHOPPING PRECINCT**

All the streets within the area bounded by Hankinson Way to the south east, Heywood Way to the south west, Fitzwarren Street to the west (from its junction with Heywood Way to its junction with Seedley Road), Seedley Road, to the north and a line drawn in an easterly direction from the eastern end of Seedley Road to its intersection with Pendleton Way; and where the said area is bounded by a street, the designation includes the whole of the street throughout the length thereof which forms the boundary.

## **ECCLES SHOPPING PRECINCT**

All the streets within the area bounded by Church Street to the east and south (from its junction with Vicarage Grove to its junction with Peel Street), Peel Street to the west, Albert Street to the west (from Peel Street to the Railway Line) and the Railway Line to the north; and where the said area is bounded by a street, the designation included the whole of the street throughout the length thereof which forms the boundary.

## **SWINTON SHOPPING PRECINCT**

All streets within the area bounded by Wellington Road to the east, Swinton Hall Road to the north (from its junction with Wellington Road to its junction with Station Road), Station Road to the west (from its junction with Swinton Hall Road to its junction with Chorley Road) and Chorley Road, to the south (from its junction with Station Road to its junction with Wellington Road); and where the said area is bounded by a street; the designation includes the whole of the street throughout the length thereof which forms the boundary.

## **THE ELLESMERE CENTRE, WALKDEN (formerly St. Ouen)**

All the streets within the area bounded by Bolton Road to the east (from its junction with High Street to its junction with Campbell Way), Campbell Way to the north (from its junction with Bolton Road and a line drawn in a westerly direction from the western end of Campbell Way to its intersection with Ashton Field Drive), Ashton Field Drive to the west (from its intersection with the line drawn from the western end of Campbell Way to its junction with High Street) and High Street to the south (from its junction with Ashton Field Drive to its junction with Bolton Road); and where the said area is bounded by a street; the designation includes the whole of the street throughout the length thereof which forms the boundary.

## **NOTES:**

1. For the purpose, the term "street" includes:-
  - (a) any road, footway, beach or other area other area to which the public have access without payment; and
  - (b) A service area as defined in Section 329 of the Highways Act 1980, and also includes a part of a street.
2. All remaining streets in the City of Salford will continue to be "consent streets" for the purposes of Schedule 4 of the 1982 Act.

**LOCAL GOVERNMENT (MISCELLANEOUS PROVISIONS) ACT, 1982**  
**APPLICATION FOR TRADING IN “CONSENT STREETS”**  
**GUIDANCE NOTES FOR APPLICANTS**

The Council have resolved that all streets (with the exception of those on or near the four major shopping precincts) in the City of Salford shall be deemed to be “consent streets” as from 1<sup>st</sup> July 1985. Details of the prohibited streets are in the following Public Notice.

A “consent street” is defined as a street in which street trading is prohibited without the consent of the district council.

A “prohibited street” is defined as a street in which street trading is prohibited.

“Street Trading” means the selling or exposing or offering for sale of any article (including a living thing) in a street but this does not include: -

- (a) Trading as a pedlar under the authority of a “Pedlars Certificate”
- (b) Anything done in a market or fair the right to hold which was acquired by virtue of a grant enactment or order
- (c) Trading in a truck road “Picnic Area”
- (d) Trading as a news vendor
- (e) Trading as a petrol filling station or shop
- (f) Selling things as a 'roundsman'

The reference to trading as a news vendor in (d) above is a reference to trading where: -

- (i) The only articles sold or exposed or offered for sale are newspapers or periodicals; and
- (ii) They are sold or exposed or offered for sale without a stall or receptacle for them or with a stall or receptacle for them which does not :-
  - 1. Exceed 1 metre in length or width or 2m. in height.
  - 2. Occupy a ground area exceeding 0.25 m<sup>2</sup>.
  - 3. Stand on the carriageway of a street.

Any application for a street trading consent must be made to the council in writing on the appropriate Street Trading Application Form.

Consent will not be granted to persons under the age of 18 years. Should the Council grant “consent” they may attach conditions to it and such conditions may be varied at any time.

Street Trading consents may be granted for a limited period only, which will not exceed 12 months and may be revoked at any time.

In any case where the Council are prepared to grant a “Consent” a fee will be required before the consent is issued.

The law provides that any person who trades in a “Consent Street” without having obtained the consent of the Council shall be guilty of an offence.

**NOTE:** Any consent issued will only be valid in relation to a single vehicle (or person trading on foot) at any one time.