



# Catering from Home

## Questions & Answers

### Where do I start?

Find your niche in the market place for example:

- private sales direct from home
- market stalls
- car boot sales
- fetes and fairs
- local shows

### Who should I contact for information and free advice?

Contact your local Environmental Health Food Safety Department, East Lindsey District Council, Tedder Hall, Manby Park, Manby, Louth LN11 8UP. Telephone 01507 601111 or visit our website at [www.e-lindsey.gov.uk](http://www.e-lindsey.gov.uk)

### Registration

Your home will have to be registered with the Council as a food business. There is no charge and there is only one simple form to complete. This is a legal requirement and you can be prosecuted if you fail to register before starting your business.

Forms are available from the Environmental Health Food Safety Department, East Lindsey District Council, Tedder Hall, Manby Park, Manby, Louth LN11 8UP. Telephone 01507 601111 or visit our website at [www.e-lindsey.gov.uk](http://www.e-lindsey.gov.uk)

### Do I require Food Hygiene training?

We recommend that you undertake a Level 2 Certificate in Food Safety in Catering.

### Would I require Public Liability Insurance?

Just in case things go wrong, it is advisable to consider public liability insurance to cover claims against you.

The Food Standards Agency provide a guide called 'Starting Up' available to download from their website ([www.food.gov.uk](http://www.food.gov.uk)) which outlines the first steps in starting a catering business.

### Would I have to pay business rates?

You may have to pay increased rates if you use part of your property for a business. You must seek advice from the East Lindsey District Council Tax Team on 01507 601111. You should also inform your mortgage provider advising them of your intentions.

### What about my kitchen?

Domestic kitchens are not designed for commercial use and so might need some alteration to comply with the food safety laws. The main structural requirements are as follows:

- A wash hand basin just for washing hands
- A sink for washing up equipment and utensils
- Good ventilation to reduce condensation and prevent mould growth
- Pest control - no problems with rodents rats or mice, keeping the kitchen free of flies, ants etc
- Work tops and surfaces which are easy to clean
- Keep domestic pets out of the kitchen
- Separating family use from business use may be awkward but essential for good food hygiene

The standards you will be required to meet depend upon a number of factors such as the type and quantity of food you intend to prepare and what else the kitchen is used for. Since each case and kitchen is different you will need to talk to your local Food Safety Officer to decide exactly what is necessary. You can contact us on 01507 601111 or at [commercial.team@e-lindsey.gov.uk](mailto:commercial.team@e-lindsey.gov.uk)

For advice on labelling requirements contact Lincolnshire Trading Standards at Lincolnshire County Council on 01507 600800.

*The last page of this guide provides a basic food safety policy that can be used/adapted by home caterers.*

# Safe methods – this is what I do

- Goods purchased from reputable local supermarkets/shops
- Eggs are Class A and stored in a cool dark place / refrigerator
- If my hair is long I tie it up and back
- I wear an apron when I am baking
- Hands are washed frequently; before starting work, after handling raw eggs (or egg shells), after cleaning, handling rubbish, going to the toilet, upon returning to the kitchen and between jobs
- The kitchen is kept clean and I clear and clean as I go
- Work surfaces are sanitized before use with ..... and paper towel
- Floors are swept and mopped after baking
- Refrigerator is cleaned out at least once a week
- Oven is cleaned at least once a week
- Cupboards are cleaned out at least once a month
- All packaging is food grade
- There are no pets in my kitchen when baking/decorating cakes
- I keep a diary/record for orders and events
- Is my allergen information up to date?

Signed:.....

Dated:.....

