FOOD SAFETY INSPECTION AND FEES POLICY

Summary for event organisers

The City of Port Adelaide Enfield provides Environmental Health services to support both local businesses and the health and wellbeing of the community. One of these services is to ensure food businesses are compliant with the *Food Act 2001* which promotes the sale of safe and suitable food in our area and at public events. Council endorsed the amended Food Safety Inspection Policy (No CD10) on 11 June 2024.

Community events are an important and integral part of supporting a healthy and vibrant community. The regulation of food businesses at events is not only a legal requirement, it is also important for the economy and the reputation of event organisers. It is also a legal obligation relevant to event permits issued by Council.

What does this mean for my event?

- Community event organisers are required to formally notify Council of all food stalls/mobile food vendors intended to operate at their event at least 14 days prior to the event to enable an assessment.
- Food Event Notification forms are available on our website or by contacting our Environmental Health Service.
- It is a legal requirement under the Food Act that all food stalls/mobile food vendors are notified with their garaging Council. Their business details and Food Business Notification number must be included on Food Event Notification Forms. The Food Safety Supervisor's details must also be included on the form where relevant.
- The City of PAE has introduced a fee to cover the costs associated with the assessment of the events food vendors and will be charged to the event organiser during the event application and assessment process.

Why has this Policy been endorsed?

The Policy aims to provide clarity and transparency to event organisers and to minimise the regulatory burden on food stalls and support cost effective regulation.

Who does this Policy apply to?

This Policy applies to event organisers that have food vendors of a commercial, charitable or community nature regardless of whether the food is sold, given away or raffled. It also includes food stalls that are involved in the handling or sale of food for one occasion only.

Feedback

Feedback on the Policy is welcome and can be submitted via email to:
service@cityofpae.sa.gov.au

Further Information

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