

If your application involves operating either one or any combinations of a Hairdressing, Beauty Salon or Skin Penetration premises you will need to provide the following information on your plan and specifications:

1. A site plan and locality sketch
2. Location of premises and associated car parking
3. A floor plan (at a suitable scale ie 1:100 or 1:200)

Drawings and statement providing details of:

1. Internal walls showing type of construction and finishes
2. Type of floor construction and surface finishes
3. Types, size and location of all hand wash basins

Note: Hot and cold water is to be provided to the hand wash basins through a single spout.

4. Type and location of any sinks or shampoo basins
5. Approved mixing device for supply of warm water
6. Benches, shelving, fittings and other furnishings
7. Storage facilities
8. Safe storage and disposal of contaminated wastes
9. Sterilisation and disinfection regime for equipment and processes
10. Trade waste storage and disposal

**PROVIDING ALL OF THE ABOVE INFORMATION ALLOWS COUNCIL TO ASSESS YOUR
APPLICATION WITHOUT UNDUE DELAY.**

For further information please contact Council's Environmental Health Officers
OR Council's Duty Planner on 1300 36 2170 between the hours of 8:30 am and
5:00 pm.

PRIOR TO COMMENCING OPERATIONS YOU MUST HAVE:

1. **A DEVELOPMENT APPLICATION ISSUED BY COUNCIL: AND**
2. **A CONSTRUCTION CERTIFICATE, OCCUPATION CERTIFICATE
or COMPLYING DEVELOPMENT CERTIFICATE ISSUED BY
COUNCIL OR AN ACCREDITED PRIVATE CERTIFIER**

REASON:

The implementation of the following standards/and conditions will assist in the prevention of infectious diseases, afford a satisfactory level of hygiene and ultimately ensure compliance with the requirements of:

- Schedule 2 *Local Government (General) Regulation 2005*
- *Public Health Act 2010*
- *Public Health Regulation 2012 and*
- Information fact sheets published by NSW Health Department.

STRUCTURAL REQUIREMENTS:

1. All shelving benches, fittings and furniture on which appliances and utensils are to be placed shall be constructed of durable, smooth, impervious material capable of being easily cleaned.
2. The walls and floor of the premises are to be constructed with an approved smooth impervious material capable of being easily cleaned.
3. The walls immediately behind any wash basin shall be tiled to a height of 450 mm higher than the basin and for a distance of 150 mm on either side of the basin.

HYGIENE:

4. The premises must be provided with facilities that are adequate for the purpose of keeping appliances and utensils clean.

BEAUTY SALON FACILITIES AND SKIN PENETRATION PREMISES

5. For beauty salons and skin penetration premises, a designated hand wash basin shall be provided in every treatment room. All wash basins shall be provided with a supply of hot and cold water through an approved mixing device.
6. The premises must be provided with washing, drainage, ventilation and lighting facilities that are adequate for the carrying out of beauty treatment.
7. The premises must be provided with facilities that are adequate for the purpose of storing appliances and utensils in a hygienic manner.
8. A suitable receptacle with close-fitting lid shall be provided and maintained in a clean and serviceable condition for the disposal of soiled towels and trade wastes.
9. A sharps container shall be provided for the storage of used disposable needles in the skin penetration process.
10. If reusable articles are sterilized on-site, they must be sterilized using a benchtop sterilizer which complies with AS2182-1998 Sterilizers - Steam - Benchtop.

Note:

- a) With regard to a final inspection of the completed work Council is to be given 48 hour notice prior to the intention to occupy the premises and commence trading.