

BFM Attachment 10



HEALTH AND SAFETY POLICY

1. Objective

The objectives of this policy are to ensure that:

- To eliminate accidents and incidents at the BFM Inc markets;
- Ensure that stallholders and market management comply with all relevant Federal, State and Local Government requirements;
- Provide specific rules to assist in providing a safe market environment for staff, stallholders and the public;
- There is a continual consultation mechanism between stallholders, BFM Members and market staff over safety issues;
- Monitoring of this policy to continually improve health and safety at the market.

This policy should be read in conjunction with the BFM Inc Waste Management Plan, Fire Safety Plans and Stormy Weather Policy.

2. Responsibilities

In addition to the requirements under this policy, stallholders and Market Management are required to comply with all relevant Federal, State and Local Government requirements, this includes, but is not limited to:

- Rules and regulations concerning food safety and labeling requirements;
- Stallholders obtaining all necessary licences and permits required to operate by Byron Shire Council. Stallholders should contact Council for details of their specific requirements;
- Stallholders that process their food in anyway (ie. cutting fruit, making jam etc) are required to undertake food safety training.
- Stallholders that sell food and drink that is made to be consumed on market day are required to either:
 - Provide, in an obvious place, a 57L bin with quality liner and hole cut in the lid. Or
 - Pay an additional charge per market (set by Market Management – currently \$15) for rubbish removal.

3. Specific WHS Rules on Market Day

Requirements for electrical connections and outlets

Electrical leads used on the market site are to be suspended at least 2.4m from the ground using non-conductive materials and be clear of spaces used by the public.

All leads, sockets and other connections are to be kept in good and serviceable condition and are to be maintained in accordance with Australian Standards relating to electrical fittings and the use of electricity.

Rides, devices and Control of Animals

No mechanical ride or amusement device will be allowed to operate at the market unless the owner/operator has received specific approval from Byron Shire Council for the activity they propose. Details of insurance requirements and approval processes are contained in the *Byron Shire Council Sustainable Community Markets Regulating Code*.

Animal Rides

Animal rides are not permitted at the Farmers Market except at the written express discretion of BFM Inc Committee of Management.

In the event BFM Inc provides written authorisation to allow an animal ride at the farmers market, the following applies:

- Rides or devices of this kind must be positioned on an outer or edge row of stalls and is to be surrounded by an adequate barricade or fixed rope or rail to keep the public clear of the operational area.
- Any animal that is used for rides and which becomes intractable or poses any danger to a person or other animal must be immediately removed from the market grounds. The area where animals are tethered between use periods must be kept clean. Water containers and other apparatus must be positioned to not pose a hazard to any person.

Activities Involving Skin penetration

Activities potentially involving skin penetration, such as, haircutting, henna tattoos, face painting and activities involving skin penetration are not permissible at the Byron Farmers Market.

Animals on site

No cats, dogs, rabbits, guinea pigs, gold fish etc are allowed on the entire market site. An exception to the no animal rule is assistance dogs for visually impaired persons.

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No Livestock sales

Livestock shall not be sold at the market. The only exception to this is if the seller has the express written consent of both BFM INC Committee of Management and Byron Shire Council.

Use of Gas

The gas installation on any food or other vehicle, or for use within a stall, must be installed by a licensed gas fitter. Installation must comply with the appropriate provisions of AS11596 *Storage and Handling of LP Gas* and AS5601 *Gas Installations* or any Australian Standards that supersede those Standards. A valid and current compliance plate must be affixed to the vehicle.

Noise Control

Noise levels cannot exceed 5dB(A) above the normal background noise levels at any market location site boundary nor will the use of any device for the amplification of sound or music in the market site, other than:

- One set of equipment to be used in conjunction with the public address system to be under the personal control of the Market Manager and located adjacent to the market management base location. And/or
- A second set of equipment used for public entertainment.

Both sets of equipment (above) and associated loud speakers will be controlled to ensure that noise levels will be no more than 5dB(A) above the normal background noise levels at any location on the market site boundaries.

No Smoking Market

The Byron Farmers Market is a no smoking venue

Market Staff

Market staff are required to be easily identifiable by wearing a High Visibility Safety Vest when they are on duty during market day.

Fire Safety

The following fire control equipment is kept in the Market Manager's Tent:

- 1 x 9kg chemical fire extinguisher
- 1 x 1800mm x 3200mm fire blanket

Provision of first aid/medical facilities

A first aid kit is kept in the Market Manager's Tent. The Market Manager is required to hold a current First Aid Certificate.

Recording of Incidence

Any accidents or incidences that occur must be documented in the Incident Report Book at the Manager's stall. This includes the contact details for all people involved including any witnesses.

Incidents are generally reported quarterly to BSC.

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4. Consultation and Monitoring

Health and Safety Issues and all incidents will be raised, and discussed, at the regular Committee of Management meetings. The Health & Safety solutions will be communicated to all stallholders and staff.