

Gully gratings should be removable for cleaning purposes,  
Waste pipes from kitchen appliances and hand-basins should discharge below the gully grid.

Waste pipes should allow for sufficient access,

Drains will need sufficient 'fall' to allow all solid and liquid waste to flow away,

Grease traps only need to be used if the drain or sewer does not run adequately.

**New drainage from kitchens and sanitary accommodation should comply with the Code of Practice for Sanitary Pipeworks BS 5572:1978 and the Code of Practice BS 6700:1987.**

## Ventilation

Adequate ventilation needs to be installed to remove grease-laden air, steam, cooking smells and to provide a comfortable environment for staff and customers. Most premises will require mechanical as well as natural ventilation. Things to consider when installing ventilation systems :

You will need to install a ventilation canopy with grease filters,

- An extract fan and 'trunking' to the external air will also be required,
- The canopy should extend over the cooking equipment by at least 225mm and should include protected lighting and a cleanable channel around the lower edge to collect condensate,
- All fans and ventilation should be easily accessible to allow regular cleaning,
- The extract ventilation should not cause a smell or noise nuisance to occupants of adjoining premises,
- Planning permission may be necessary for external ducting.

## Lighting

Suitable and sufficient lighting should be provided to all parts of a food premises for effective cleaning and safe working conditions. It is recommended that the following lighting levels be provided at 'working height':

**400 lux:** In all areas of food premises where there is a handling of open food,

**500 lux:** In cooking, preparation and servery areas in food premises where open food is handled,

**150 lux:** In storage areas.

Glass lights should always be protected with a shatterproof diffuser in areas where open food is handled.

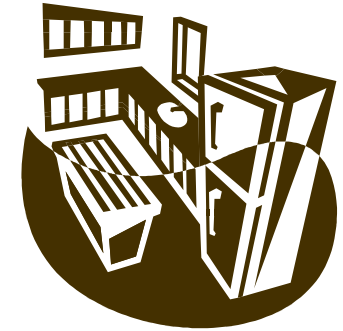
## Sources of Further Information

All the information on these sheets was obtained through both the Food Standards Agency and the Southwark Council websites. More information can be found at the web addresses below:

**[www.food.gov.uk](http://www.food.gov.uk) and [www.southwark.gov.uk](http://www.southwark.gov.uk)**

Alternatively a good place to start is your local authority Environmental Health Office or the Health and Safety Executive website: **[www.hse.gov.uk/catering](http://www.hse.gov.uk/catering)**

# What to Consider when Planning and using a kitchen for food preparation



## Some notes on Kitchen layout

In general, the kitchen (often referred to as the 'food space',) needs to allow for enough working space for tasks to be carried out in the most hygienic way possible and to minimise the risk of cross- and air-borne contamination. The following provides some basic guidelines to consider when planning a food space intended for commercial purposes.

## Materials

All materials employed in a food space need to be easy to clean and disinfect (this is particularly important for surfaces where food is being prepared,) and therefore need to be smooth, corrosion-resistant and non-toxic.

## Floors, Walls, Ceilings and Overhead Fixtures

- Floor surfaces and walls must be maintained in a sound condition and be made of a material that is easy to clean and disinfect, non-absorbent and non-toxic.
- Floors must also allow for surface draining (where appropriate).
- Walls need to be smooth up to a height appropriate for the work being performed.
- Ceilings must be constructed and finished in a way that prevents the build-up of dirt, reduces condensation, the growth of mould and the shedding of particles.

## Windows and Doors

- Windows and doors must be constructed to prevent the build-up of dirt.
- The surfaces of doors should be easy to clean and made of a smooth and non-absorbent material.
- If opening onto the outside, they must be fitted with insect proof screens that can be easily removed for cleaning.
- If an open window or door would contribute to contamination, they must remain closed during food preparation.
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## **Appliances and Apparatus**

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### **Sinks and Washing Facilities**

The number of sinks and other washing facilities installed in premises intended for food preparation should be proportionate to the size and nature of the catering operation. The provision of two sinks is considered the minimum but this can also include dishwashers or steam sinks.

You will need to install separate sinks for the following purposes:

- One for the rinsing of utensils and equipment,
- One for the disinfecting of utensils and equipment,
- One if raw meat or poultry is being defrosted and prepared,
- One for washing vegetables, fruit and salads.

None of the above should be used for hand washing, for more information on hand basins, see overleaf.

All sinks used for washing food must have both a hot and cold water supply, with water of a 'potable' (suitable for drinking) quality.

### **Cooking Ranges and Microwaves**

Both gas and electrical ovens should be connected to the supply by flexible hoses to allow for equipment to be moved easily for cleaning and equipment safety checks.

Microwave ovens should be manufactured to B.S.5175 which should be stated on the microwave or instructions provided with the oven. It is also important that no object or material must be allowed to prevent the door from closing properly.

### **Fridges and Freezers**

Ideally, raw and cooked food should be kept in separate fridges, if it is not possible to install two fridges, then cooked food should be kept at the top of the fridge and raw foods at the bottom. Foods should remain wrapped or covered at all times.

Fridges must be capable of storing food below 8 °C

Freezers should operate at, or below, -18 °C

**It is important that fridges are not overloaded and are not placed near a source of heat (oven, radiator etc.) Freezers should be installed in the coolest part of the premises.**

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### **Food Storage Areas**

All foods that do not need to be kept in refrigeration should be kept in a store with sufficient lighting and ventilation (see below for notes on these topics.) Wherever possible, food store rooms should be sited adjacent to an external wall to maintain cool conditions and open food should not be stored on bare wooden shelving.

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## **Working Conditions and Atmosphere**

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### **Toilets**

An adequate number of toilets must be provided on premises where the public are invited to eat or drink. In the case of staff toilets, these should not open onto areas where food is handled.

### **Hand-washing Facilities:**

There should also be a suitable number of hand-basins supplied for staff which must only be used for the purpose of washing hands. Hand-washing facilities must also:

- Have both hot and cold running water
- Be accompanied by soap and hygienic hand-drying facilities

### **Storage of Outdoor Clothing**

Staff storage facilities for outdoor clothing (coats etc.) and bags need to be provided in the form of either a staff room or storage lockers. It is important that this space is separate from the space used for food preparation. A space for changing clothes should also be available if it is necessary for staff to change (into chef's whites for example.)

### **Refuse**

There should be sufficient space for bins to be provided in the food preparation area, in order for food waste to be cleared away as quickly as possible. There should also be sufficient provision of external bins.

All bins intended for food waste both inside the food preparation area and outside should have tight fitting lids and be made of a material that is easy to clean and disinfect.

### **Drainage**

All sanitary fittings, sinks, dishwashers etc should be trapped and properly connected to the foul drainage system in accordance with the current Building Regulations.

Floor channels and deep-seal trapped gullies may be installed where boiling pans and steaming ovens are grouped together (in an island unit for example,)

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