



# Appearance Industries Code of Practice Summary

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## Part 1: Premises

**Minimum Standards 1A: Permanent Premises** All operators must comply with section 1A or 1B.

**Compliance with bylaws and building legislation:** Your premises must comply with the Hutt City Council bylaws and any applicable provisions of the Building Act 2004, the Resource Management Act 1991, the New Zealand Building Code and Building Regulations. Contact council if you have any questions.

**Fit for purpose:** Your premise needs to be designed, constructed, and arranged so as to be fit for its purpose.

**Repairs and cleanliness:**

- Keep the premises and all fittings, fixtures, and appliances in working order and in a clean and tidy condition.
- Don't let rubbish pile up.
- Make structural repairs, renovations, plumbing, or drainage quickly if necessary.

**Walls, floors, ceilings, fixtures, and fittings:** Make sure these can be easily cleaned and in good order. If walls are likely to get splashed, they must be made of a waterproof material.

**Wet areas:**

- Floors, walls, ceilings, and other surfaces in and around areas liable to get wet, including rooms containing toilets must be smooth, waterproof, and easy to clean.
- Any wet room floors must be adequately graded and drained following the New Zealand Building Code.
- Any floor or wall that gets wet must be disinfected daily.

**Water supply:** Your premises must have drinkable, running water.

**Ventilation:** Your premises must meet New Zealand Building Code requirements.

**Lighting:** All parts of the shop must have good lighting:

- At least 100 lux at a point 800mm above the floor, in every part of shop.
- At least 300 lux at all working surfaces where you attend customers and clean instruments.

- Lighting should be free from glare and shouldn't create shadows.

**Toilet and basins:** As per G1 New Zealand Building Code:

- Toilets must be easily accessible, private, clean, and tidy. Soap and hand drying facilities must be provided near toilets.
- You must regularly check and clean toilets.
- Hand basins must be easily accessible, clean, and tidy, and have hot (at least 43°C) running water.
- You must have soap and single use paper towels or a hand dryer.
- Wash hand basins should be in an area where they are not exposed to contaminants.
- You should have a separate cleaner's basin. (This can be waived if council deems it to be unnecessary due to nature of service supplied).
- If you provide services that pierce the skin, or other body parts, you must have additional suitable basins for cleaning skin piercing equipment. (This can be waived if council deems it to be unnecessary due to nature of service supplied).

**Sterilisation facilities:**

- If you are providing services that pierce the skin, or other body parts, you must have a separate room or area of a room for cleaning and sterilisation. This area must have good lighting, ventilation and be easily cleanable.
- Ultrasonic cleaners must be kept separately in a separate contamination area.

**Mattresses, squabs, and cushion covers:** These must be covered with a waterproof and easily cleanable cover.

**Staff facilities:** You must have a separate room where staff can store their personal items.

<b>Relevant additional standards which may be of interest</b>
<ul style="list-style-type: none"> <li>• The Building Act 2004,</li> <li>• New Zealand Building Code,</li> <li>• The Prevention of Legionellosis in New Zealand, Ministry of Health 2011.</li> </ul>

**Note:** This summary sheet is provided only for information and does not replace or supplement the Hutt City Council Bylaw Code of Practice.