

HAIR, BEAUTY & SKIN PENETRATION

QUICK ANSWERS FOR SMALL BUSINESS INFORMATION SHEET No: HE-01

WHERE CAN I ESTABLISH A HAIR, BEAUTY OR SKIN PENETRATION BUSINESS IN DUNGOG SHIRE?

There are a number of options available for establishing a hair, beauty and/or skin penetration business in Dungog Shire - it depends on the type and size of the business.

■ If your business is small and will have no impact on your neighbours you may be able to operate from home provided that:

- You live on the premises
- The area of the building you use for the business is no larger than 60 square metres
- You don't employ more than 3 people who don't live on the premises
- Your business causes minimal interference to the amenity of the area, and
- Your business is in character with the surrounding area.

If you meet all of these criteria then your business will be classed as 'Home Employment' and may be permissible in all areas of the Shire except areas zoned Employment 4(a), Special Uses 5(a) and Recreation 6(a).

■ If you wish to open a salon or your business does not meet the criteria for 'Home Employment' then you are classified as 'Commercial' and can only operate in areas zoned Rural Enterprise 1(e), Village 2(v), Business 3(a) or Employment 4(a).

■ You may also operate a mobile service (either from home or from a shop), provided that you can meet the same hygiene standards as a fixed location operation. Consult with Council's Environmental Health Officer regarding specific requirements for mobile operations.

WHAT DOES SKIN PENETRATION INCLUDE?

Skin Penetration procedures are defined under the Public Health Act 1991 and include acupuncture, tattooing, ear and body piercing, hair removal (wax and electrolysis), cosmetic enhancement, semi-permanent make-up and any other beauty treatment that involves the deliberate penetration or removal of skin.

DO I NEED COUNCIL APPROVAL?

Yes... The establishment of a hair, beauty and/or skin penetration business, (including mobile services) requires Council development consent and registration.

- For Development Consent - You need to lodge a Development Application with Council. You cannot commence operating your business until Council has granted Development Consent.
- For Registration - once you have Development Consent, you need to write to Council to register your business. You must provide the following details:
 - Registered Name of Business and the full name of the Business Owner
 - Details of the type of services that you are providing (eg hairdressing, hair removal)
 - Location where you will be conducting the business.
 - Your Business Licence details

A registration fee is payable. Council is also required by law to undertake an annual inspection of your business to ensure that you meet Public Health requirements. The registration fee and the annual inspection fee are listed in Council's Schedule of Fees & Charges - Section 42 Public Health & Licensing, which is available from Council's website www.dungog.nsw.gov.au.

If you are proposing to undertake building works you must apply for a Construction Certificate before you commence any work. (see Construction Certificate Information Sheet available from Council).

WHAT OTHER APPROVALS DO I NEED?

Prior to commencing operations you must obtain a licence from and register your business name with the Department of Fair Trading. Further information is available from the Business Licence Information Service on freecall 1800 463 976.

WHERE DO I START?

Hygiene, particularly the potential to contract and spread infectious diseases, is a major issue for hair, beauty and skin penetration businesses. In designing and operating your business you need to take into account relevant legislation, guidelines and codes of practice. Skin Penetrating Businesses must comply with the relevant provisions of the Public Health Act, 1991 and the Public Health (Skin Penetration) Regulation 2000. See www.health.nsw.gov.au/public_health/ehb/general/skinpen/

In addition, businesses in Dungog Shire need to comply with the 'Guidelines for the Construction and Operation of Hairdressing, Beauty Therapy and Skin Penetration Premises' produced by the Hunter Regional Health Education Committee. It is also recommended that you read the Guidelines, Code of Best Practice and Fact Sheets for Skin Penetration businesses, issued by NSW Health.

Further Information:

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