Environmental health and licensing

Service (Environmental health and licensing - GST inclusive)	Fee
Food registration	
New application for registration of Food Control Plan based upon a template issued by MPI, or a new business subject to a National Programme (includes up to three hours to process application)	$385
Application for renewal or amendment of Food Control Plan or National Programme (includes up to one hour to process application)	$160
Collection fee for MPI Domestic Food Levy	$11 +GST
Note: MPI Food Business Levy set by Food (Fees, Charges, and Levies) Regulations 2015	
Verification	
Verification food premises - fixed fee up to 3.5 hours (includes booking of appointments, checking prior history, travel time, actual on-site time, completing reports and recording system entries. Also covers any follow up verification site visits to check remedial action)	$450
Verification food premises outside routine hours - fixed fee up to 3.5 hours (includes booking of appointments, checking prior history, travel time, actual on-site time, completing reports and recording system entries. Also covers any follow up verification site visits to check remedial action)	$700
Fee for every additional hour	$220
Note: cancellation of verification with less than 48 hr notice will incur full cost	

Service (Environmental health and licensing - GST inclusive)	Fee
Compliance and monitoring	
Hourly rate for each compliance and monitoring activity (minimum half hour charge) • Complaint driven investigation resulting in issue of improvement notice by Environmental Health Officer • Application for review of issue of improvement notice • Monitoring of food safety and suitability • Failure to comply with Corrective Action Request within agreed timeframe.	$205
Note: Licensing year for Health Act and Bylaw registration is 1 April to 31 March	
Health Act and Bylaw registration	
Application for registration of premises - Health Act 1956 and Bylaws (includes up to two hours to process registration and site visit). Licensing year for Health Act Bylaw registration is 1 April to 31 March	$255
Annual registration	
Beauticians, nail technicians, tattooists and skin piercer - sole business activity (e.g. beauty therapy clinics)	$220
Camp ground	$255
Offensive trades	$220
Funeral directors	$220
Transfers/change of operator (offensive trade, camping ground, funeral director, hairdresser and beauty therapists, tattooists, skin piercers)	$190

Service (Environmental health and licensing - GST inclusive)	Fee
Further notes	

- Application for refund of an annual registration fee must be in writing, 50% of total fee retained for administration/inspection, 50% of total fee refunded on a monthly pro-rata basis.
- The initial verification fixed fee is based on an initial estimate of time. The actual officer time will be subject to the size, complexity, level of compliance and the readiness of the business.
- The registration frequency for national programmes (NPs) is every two years.
- Food registration periods may be extended as per section 51(1) (b) and charged pro-rata for the extended portion.
- The verification frequency for high performing operators on FCP may extend to every eighteen months, further reducing compliance costs for food operators. Verification for businesses on National Programme may also be extended to 24 months. Businesses on National Programme one (businesses such as coffee carts) will only need to be verified once if there are no changes to the operation.

Licences	
Application for gambling venue consent	$450 plus charges
Hawker or mobile cart trader licence	$220 per annum
Itinerant trader (including inspection fee)	$450 per annum
Duplicate licence	$46
Street stall licence	$46 per week
Footpath/public place encroachment seating The Council are considering the Use of Public Spaces by Adjoining Premises Policy, and associated fees and charges. Fees and charges will be adopted by resolution later in the year	
Fee for large event	$155
Charities/fundraising (at Council's discretion)	Council Discretion
Small passenger service vehicle stand	$220 per annum
Pie cart stand - site licence	$62 per week
Boarding house	$130 per annum
Note: Sale and Supply of Alcohol Act 2012 fees set by Sale and Supply of Alcohol (Fees) Regulations 2013	

Service (Environmental health and licensing - GST inclusive)	Fee
Resources	
Food Act 2014 resources	Actual cost plus 15%
Noise control	
Noise control charges - return of seizure equipment (per callout to property)	$125
Security/fire alarm disconnection	Actual cost plus 15%
Bylaws	
Grazing permit (three months)	$35
Removal of refuse	Actual cost plus 15%
Return of seized skateboard	
First offence	7 day impoundment
Second offence - seven day impoundment plus return fee	$56
Third and subsequent offence - seven day impoundment plus return fee	$110
Abandoned vehicles	
Removal urban	$385
Additional charges for storage and costs for rural collection	Actual cost
Officer rates	
Environmental Health Manager/Senior	$330 per hour
Environmental Health Officer/Inspector time - minimum one hour (covers all activities across Environmental Health Services)	$205 per hour
Administration charge - minimum one hour	$135 per hour
Animal and Bylaw Officer	$200 per hour