

# Statement of Proposal



# Food Act Premises

# Fees and Charges 2019/20 Year

## **HOROWHENUA DISTRICT COUNCIL FOOD ACT PREMISES FEES 2019/20**

### **1. INTRODUCTION**

This Statement of Proposal has been prepared to fulfil the requirements of section 83 of the Local Government Act 2002 (LGA) and section 205(2) of the Food Act 2014 (the Act).

The Act provides the Council with the ability to fix fees to recover the direct and indirect costs of Council's functions under the Act.

Council is proposing to fix fees to recover these costs.

Prior to fixing fees under the Act, the Council is required to consult on the proposed fees using the special consultative procedure of the LGA 2002.

### **2. COUNCIL'S FUNCTIONS UNDER THE FOOD ACT 2014**

Council performs the following functions under the Act:

- Registration

Receiving and processing of applications for registration of food businesses.

- Verification

Undertaking verification activities for those businesses operating under a Food Control Plan or a National Programme.

- Compliance and Monitoring Activities

Undertaking compliance and monitoring activities across the District.

### **3. REASON FOR PROPOSAL**

Council has decided to set fees to recover a portion of the direct and indirect costs of its functions performed under the Act.

Recovering costs in this manner recognises the benefit to the direct user of the service whilst also recognising the public benefit for the community in relation to the functions performed. This aligns with Council's Revenue and Financing Policy, which identifies that in funding regulatory services functions, the majority of funds should be sourced through fees with a minority funded through general rates.

### **4. PROPOSAL TO SET FEES**

Council proposes the following fee structure to ensure the recovery of a proportion of the direct and indirect costs incurred by Council in performing its functions commencing 1 July 2019.

## Proposed Fees

Description	Fees 18/19	Proposed fee 19/20	Variance
Registering a Food Control Plan that is based on a MPI template	\$200.00 fixed fee	\$250.00 fixed fee	\$50.00
Registering a business under a national programme	\$150.00 fixed fee	\$250.00 fixed fee	\$100.00
Renewing the registration of a Food Control Plan that is based on a MPI template	\$150.00 fixed fee	\$200.00 fixed fee	\$50.00
Renewing the registration of a business operating under a national programme	\$150.00 fixed fee	\$200.00 fixed fee	\$50.00
Amendment to registration	Charged at hourly rate of \$150.00 per hour	Charged at hourly rate of \$150.00 per hour	Nil
Verification of a Food Control Plan that is based on an MPI template	\$150.00 fixed fee (for up to 1 hour) then additional time charged at \$150.00 per hour	\$150.00 fixed fee (for up to 1 hour) then additional time charged at \$150.00 per hour	Nil
Verification of a National Programme <i>*Not currently available, expected to be available part-way through the 2019/20 year</i>	\$75.00 fixed fee (for up to 1 hour) then additional time is charged at \$150.00 per hour	\$150.00 fixed fee (for up to 1 hour) then additional time charged at \$150.00 per hour	\$75.00 (first hour) Nil (per hour charge)
Compliance and Monitoring	Charged at hourly rate of \$150.00 per hour	Charged at hourly rate of \$150.00 per hour	Nil
Charges for travel outside of Horowhenua District - <i>*Applicable where a verifier is required to travel outside of the Horowhenua District to verify a template Food Control Plan or a National Programme business.</i>	Cost + 20%	Cost + 20%	Nil

## 5. HAVE YOUR SAY

- Post to : Proposed Fees & Charges 2019/20 Submission, Horowhenua District Council, Private Bag 4002, Levin 5540;
- Deliver To : Horowhenua District Council, 126 Oxford Street, Levin;
- Email to : [recordsprocessing@horowhenua.govt.nz](mailto:recordsprocessing@horowhenua.govt.nz);
- Fax to : (06) 366 0983.

Please note that submissions must be received by 5.00 pm on Monday 13 May 2019.