

ENVIRONMENTAL HEALTH FEES

The following fees have been approved by Council for the 2004/05 year.

Strategic Direction

The collection of fees is a partial cost recovery for a range of activities undertaken across the key result areas of the Strategic Plan.

Issues

Reasonable fees are required to be set by the Council to enable recovery of costs within Environmental Health's activities involving Registration, Licensing, Inspection and other miscellaneous functions.

Food Premises

The table below (Table 1) sets out the different classification of food premises that require registration/inspection, past RDC fees, and new fees.

In general, the increase is in the order of 2.5%, a proportion of which is to supplement the cost of purchasing specialist equipment, to enable the proper inspection of food premises. The equipment may include digital thermometers and probes, thermal data loggers, hand-held non-contact thermometers and a digital camera.

New Food Premise Establishment Fee

A number of new premises are established each year (approximately 30). At the time that a business changes hands, the use and/or registration category of that business can often change and, on occasions, the change is quite dramatic.

Officers can spend considerable time looking into these business proposals that can amount to nothing and, yet on average, the time is well over 4 hours. Some have amounted to days of officer time at no cost/charge. In general, 4 hours of officer time would equate to approximately \$280.

Other Local Authorities have, for some time now, imposed a fee in order to go some way in recovering the cost of time spent on such applications. Based on the fee structure of other Local Authorities (circa 2001/2002) it would appear the average charge was \$150, with the mid-point being \$175.

A "new food premise establishment fee" of \$120 has therefore been set.

Additional Inspection Fee

Considerable officer time is consumed by having to revisit or re-inspect premises where a requisition is in place and the required work is not complete. It is not uncommon for officers to be required to attend such revisits out of normal office hours and, on average, the number of revisits/re-inspections range between 3-5. This would generally be between \$140 to \$230 of officer time.

An "additional inspection fee" of \$120 has therefore been set.

Table 1

1. Food Premises

Pursuant to the Health (Registration of Premises) Regulations 1966, the following shall be the fees payable on application for Certificates of Registration and upon the issue, renewal and noting of certificates:

- i) **Category FP1A.** Premises required to be registered within terms of Regulation 4(1)(2) of Food Hygiene Regulations 1974.

Category FP1A	2003/04	New fee 2004/2005
Application Fee	\$310.00	\$318.00
Transfer Fee	\$89.00	\$90.00

- ii) **Category FP1B.** Premises required to be registered pursuant to Regulation 4(1)(4)(2) of the Food Hygiene Regulations 1974 being school canteens not operated for private profit, confectionery shops, health food shops, fruit and vegetable shops and produce markets; and wholesale and retail premises on which no food is prepared,

manufactured, handled or stored unless the food is at all times enclosed in a wrapper or container, and which is not a delicatessen.

Category FP1B	2003/04	New fee 2004/2005
Application Fee	\$187.00	\$193.00
Transfer Fee	\$67.00	\$68.00

- iii) Notwithstanding anything contained in Clauses (i) and (ii), where a person in any one registration year is a holder of or applies to become the holder of a Certificate of Registration in respect of any one premises for one or more of the purposes described in Regulation 4(1)(42) of the Food Hygiene Regulations 1974, only one application or one renewal fee shall be payable in respect to that premises, the fee being the higher applicable.

2. Other Food Premises

- i) **Category FP2A.** Premises used by the Crown and state owned enterprise or the Rotorua District Council (for their own use); any partially exempt premises, or any licensed premises within the meaning of the Sale of Liquor Act 1989, being an on-licence, off-licence, other than (iii) below, club licence, chartered club.

Category FP2A	2003/04	New fee 2004/2005
Application Fee	\$310.00	\$318.00
Transfer Fee	\$89.00	\$90.00

- ii) **Category FP2B.** Any occasional food premises with the exception of those operated by a non-profit making organisation.

Category FP2B	2003/04	New fee 2004/2005
Application Fee	\$125.00	\$130.00
Transfer Fee	\$67.00	\$68.00

- iii) **Category FP2C.** Premises which are an off-licence within the meaning of Sale of Liquor Act 1989 and not being part of a premises registered under the Food and Hygiene Regulations, or part of a premises licensed as an on-licence or club licence.

Category FP2C	2003/04	New fee 2004/2005
Application Fee	\$187.00	\$193.00
Transfer Fee	\$67.00	\$68.00

- iv) **Category FP2D.** Any premises that, being a warehouse or storeroom are food premises by reason only of the fact that they are used for the storage and handling in the course of storage, of food packages and containers.

Category FP2D	2003/04	New fee 2004/2005
Application Fee	\$125.00	\$130.00
Transfer Fee	\$45.00	\$46.00

- v) **Category FP2E.** Any premises in which food is supplied or sold:
 - a) Together with accommodation; or
 - b) Incidental to the rendering of any service in consideration of exclusive charge for the food and service and not otherwise registered or licensed.

Category FP2E	2003/04	New fee 2004/2005
Application Fee	\$125.00	\$130.00
Transfer Fee	\$45.00	\$46.00

Table 2

Other Health Activities

1. Funeral Directors and/or Mortuaries

In pursuance of Regulation 13 of the Health (Burial) Regulations 1946 as inserted by Regulation 3 of the Health (Burial) Regulations 1946 Amendment No. 2, the following fees shall be payable:

Category	2003/04	New fee 2004/2005
Application Fee	\$125.00	\$127.00
Transfer Fee	\$45.00	\$46.00

2. Offensive Trades

That in pursuance of Regulation 7 of the Health (Registration of Premises) Regulations 1966, the following fees shall be payable:

Category	2003/04	New fee 2004/2005
Application Fee	\$187.00	\$190.00
Transfer Fee	\$67.00	\$68.00

FUNDING

3. Hairdressers

In pursuance of Regulation 3 of the Health (Hairdressers) Regulation 1967 and Regulation 7 of the Health (Registration of Premises) Regulations 1966, the following fees shall be payable:

Category	2003/04	New fee 2004/2005
Application Fee	\$125.00	\$127.00
Transfer Fee	\$45.00	\$46.00

4. Hawkers and Mobile Shops, etc

Category	2003/04	New fee 2004/2005
i) Hawkers	\$24.45	\$24.45
ii) Itinerant traders	\$124.00	\$124.00
iii) Keepers of mobile and travelling shops	\$124.00	\$124.00

* Licenses under (ii) and (iii) above have proportional fees for the periods of less than 12 months with a maximum of \$29.53 for the first 12 weeks plus \$2.50 per week thereafter.

5. Camping Grounds

These fees are set pursuant to the Health (Registration of Premises) Regulations 1966 and Councils Bylaws for the licensing of residential institutions.

Category	2003/04	New fee 2004/2005
Application Fee	\$223.00	\$226.00
Transfer Fee	\$89.00	\$90.00

6. Bee Keeping

Category	2003/04	New fee 2004/2005
Licence fee in residential area (maximum of 4 hives then planning application)	\$89.00	\$89.00
	\$45.00	\$45.00

7. Billiard Room

Category	2003/04	New fee 2004/2005
Application Fee	\$89.00	\$89.00
Transfer Fee	\$45.00	\$45.00

8. Part year fees in certain cases

Notwithstanding the above, any fees payable in respect of new premises open during any licensing/inspection year and falling in categories (a), (b) and (g) above, shall be rebated 25% for each three month period which is passed at the date of opening in respect of the licensing period.

Table 3**Noise**

Return of seized and impounded noise equipment pursuant to Section 323 and 328 of the Resource Management Act 1991.

Category	2003/04	New fee 2004/2005
Cost for first seizure	\$160.00	\$160.00
Cost for subsequent seizures	\$300.00	\$300.00