

Statement of Proposal

Manawatū District Council Food Act Fees and Charges 2020-21

1 Introduction

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

The Food Act 2014 requires food premises to operate under a Food Control Plan and has associated fee setting requirements for food premises registration, verification and monitoring and compliance activities.

The Food Act 2014 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 set fees to recover these costs.

Prior to fixing fees under the Food Act 2014, the Council is required to consult on the proposed fees using the special consultative procedure of the Local Government Act 2002.

2 Background

The Council performs the following functions under the Food Act 2014:

- **Registration**
Receiving and processing of applications for registration of food businesses.
- **Verification**
Undertaking verification activities for those premises operating under a Food Control Plan
- **Compliance and Monitoring activities**
Undertaking compliance and monitoring activities across the district.

The Council reviews its fees and charges annually. Any proposal for changes to these fees is required to be consulted on using the Special Consultative Procedure, prior to adoption by Council.

3 Proposal

The Council's fees and charges for 2020-21 under section 205 of the Food Act 2014 have been reviewed to ensure alignment with the Council's Revenue and Financing Policy and Long Term Plan 2018-28. The Council's Revenue and Financing Policy determines the basis used to calculate the level of fees and charges needed to recover costs.

The proposed fees and charges have been adjusted by inflation and rounded to the nearest dollar to ensure recovery of costs incurred. The adjusted fees are proposed to apply from 1 July 2020.

3.1 Proposed fees

	2020/21
Food Act 2014 fees and charges	
Fee description	Fixed Fee
Application for registration of Food Control Plans based upon a template or model issued by the Ministry of Primary Industries for businesses subject to a National Programme.	\$ 260.00

	2020/21
Food Act 2014 fees and charges	
Fee description	Fixed Fee
Renewal of registrations	\$ 183.00
Fee description	Fee per hour
Amendment to registration	\$ 146.00
Verification (including site visits and compliance checks)	\$ 146.00
Compliance and monitoring	
Complaint driven investigation resulting in issue of improvement notice by Food Safety Officer	\$ 146.00
Application for review of issue of improvement notice	\$ 146.00
Monitoring of food safety and suitability	\$ 146.00

4 Consultation process

Anyone can make a submission about the proposal described in this document. We encourage anyone with an interest in the issues raised in this proposal to make a submission.

This Statement of Proposal will be available from:

- Council's "Have Your Say" website www.haveyoursay.kiwi.nz
- Manawatū District Council Administration Office 135 Manchester Street, Feilding
- Feilding Public Library, corner Stafford & Bowen Streets

The submission period runs from Friday 6 March 2020 until Monday 6 April 2020 at 5.00pm.

Submissions can be via email, letter or via the link on the "Have Your Say" website.

Emailed submissions are to be sent to submissions@mdc.govt.nz subject heading '**Food Act Fees and Charges**', hand delivered submissions delivered to the Council's Front of House reception at 135 Manchester Street, Feilding and posted submissions sent to the following address:

Manawatū District Council
Private Bag 10 001
Feilding 4743

Submitters should note that their submission will be copied and made available to the public after the submission period closes. Any submitter wishing to have their contact details withheld from the public documentation will need to state so in their submission.

5 Hearing of Submissions

A hearing will be scheduled after the submission period to hear any submissions made. Please state in your submission whether or not you wish to be heard.

The Council will contact all submitters in writing to advise the confirmed time, date and venue of the meeting to hear submissions. Hearings on the Food Act Fees and Charges will be open to the public. An analysis of all submissions and a final report will be presented to the Council for consideration and adoption.