



Summary of Information

Manawatū District Council Food Act 2014 Fees and Charges

*This is a summary of the Statement of Proposal
Manawatū District Council Food Act 2014 Fees and Charges*

What?

Food Act fees and charges enable Manawatū District Council to recover the costs of registration, verification, compliance and monitoring activities for food premises.

Why?

Prior to fixing fees under Section 205 of the Food Act 2014 (the Food Act fees), the Council is required to consult on the proposed fees using the special consultative procedure of the Local Government Act 2002.

Location of Statement of Proposal

This Statement of Proposal and the Summary of Information will be available from:

- Manawatū District Council Administration Office 135 Manchester Street, Feilding, Feilding Public Library, corner Stafford & Bowen Streets
- On the Council's consultation website: www.haveyoursay.kiwi.nz or website www.mdc.govt.nz

The submission period runs from Monday 3 April 2018 until Thursday 3 May 2018.

Copies of the documents may be obtained by contacting the Council on (06) 323 0000.

How can I make a submission?

A submission form is available from Council, or on www.haveyoursay.kiwi.nz, however, any written form of submission will be received and considered. Submissions can be via letter or email. Written submissions can be posted to the following address:

Manawatū District Council
Private Bag 10 001
Feilding 4743

or hand delivered to the Council's Front of House reception at 135 Manchester Street, Feilding. Submissions can also be emailed to submissions@mdc.govt.nz subject heading 'District Planning Service Charges'.

Submitters should note their submission will be copied and made publically available after the submission period closes.

Submissions should be received by the Council no later than **4.00pm on Thursday 3 May 2018**.

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.

Note: Please be aware when providing personal information on submissions they are part of the public consultation process. This means they will be reproduced as an attachment to the Council's agenda, made publicly available and will remain on council's records. If you wish to have your contact details withheld, please note this on your submission form.

Statement of Proposal

Manawatū District Council Food Act 2014 Fees and Charges

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 2018 under section 205 of the Food Act 2014 have been reviewed to ensure alignment with the Council's draft Revenue and Financing Policy and draft Long Term Plan 2018-28. The Council's draft 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 2018.

3.1 Proposed fees

Food Act 2014 fees and charges	2018/19
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.	\$247.00
Renewal of registrations	\$174.00
Fee description	Fee per hour
Amendment to registration	\$142.00
Verification (including site visits and compliance checks)	\$142.00
Compliance and Monitoring	
Complaint driven investigation resulting in issue of improvement notice by Food Safety Officer	\$142.00
Application for review of issue of improvement notice	\$142.00
Monitoring of food safety and suitability	\$142.00

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 and the Summary of Information will be available from:

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- Feilding Public Library, corner Stafford & Bowen Streets
- Council's "Have Your Say" website www.haveyoursay.kiwi.nz

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Submitters should note that their submission will be copied and made available to the public after the submission period closes.

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.