



# **ATTACHMENTS**

**Under Separate Cover  
Council Meeting**

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**6.00pm Tuesday 24 August 2021**

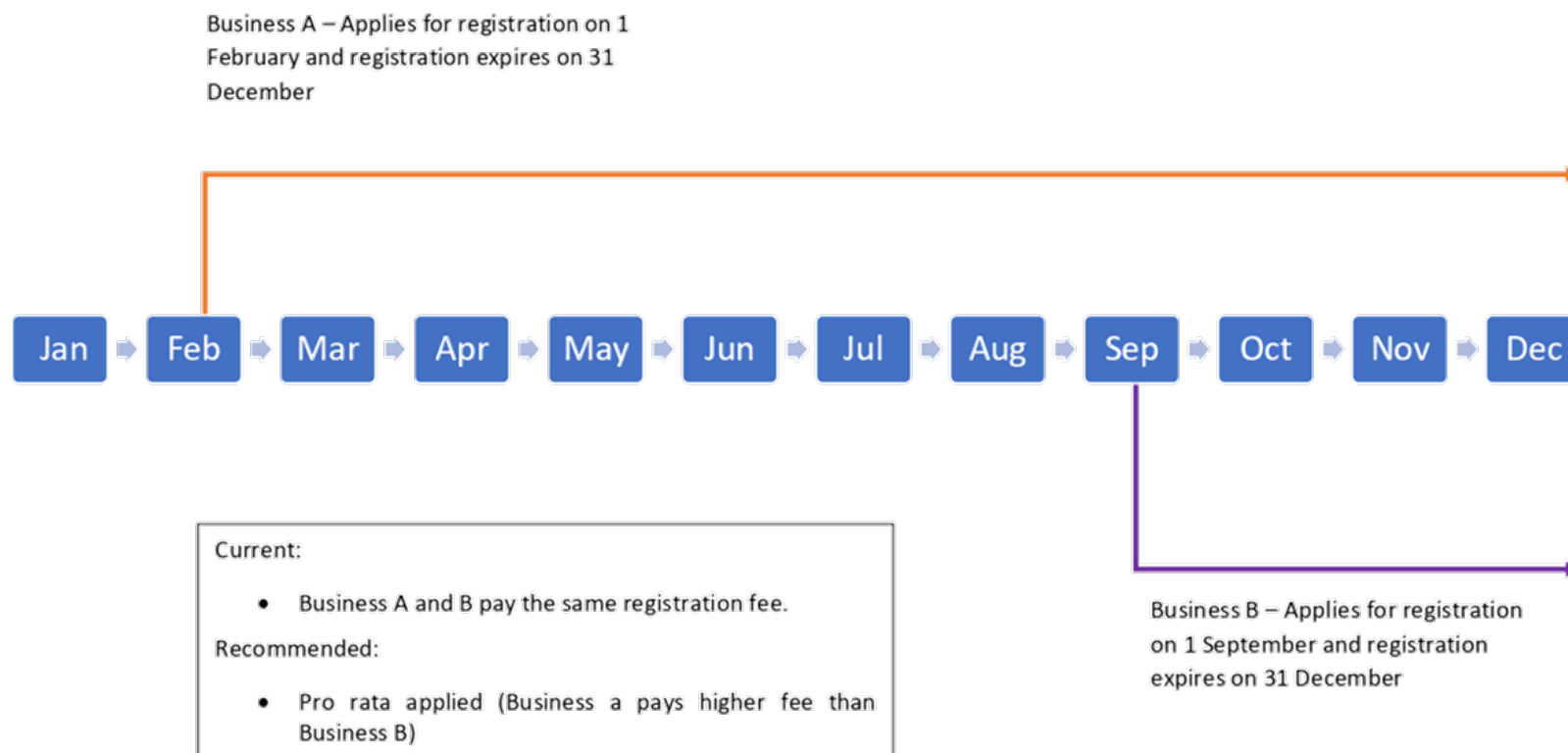


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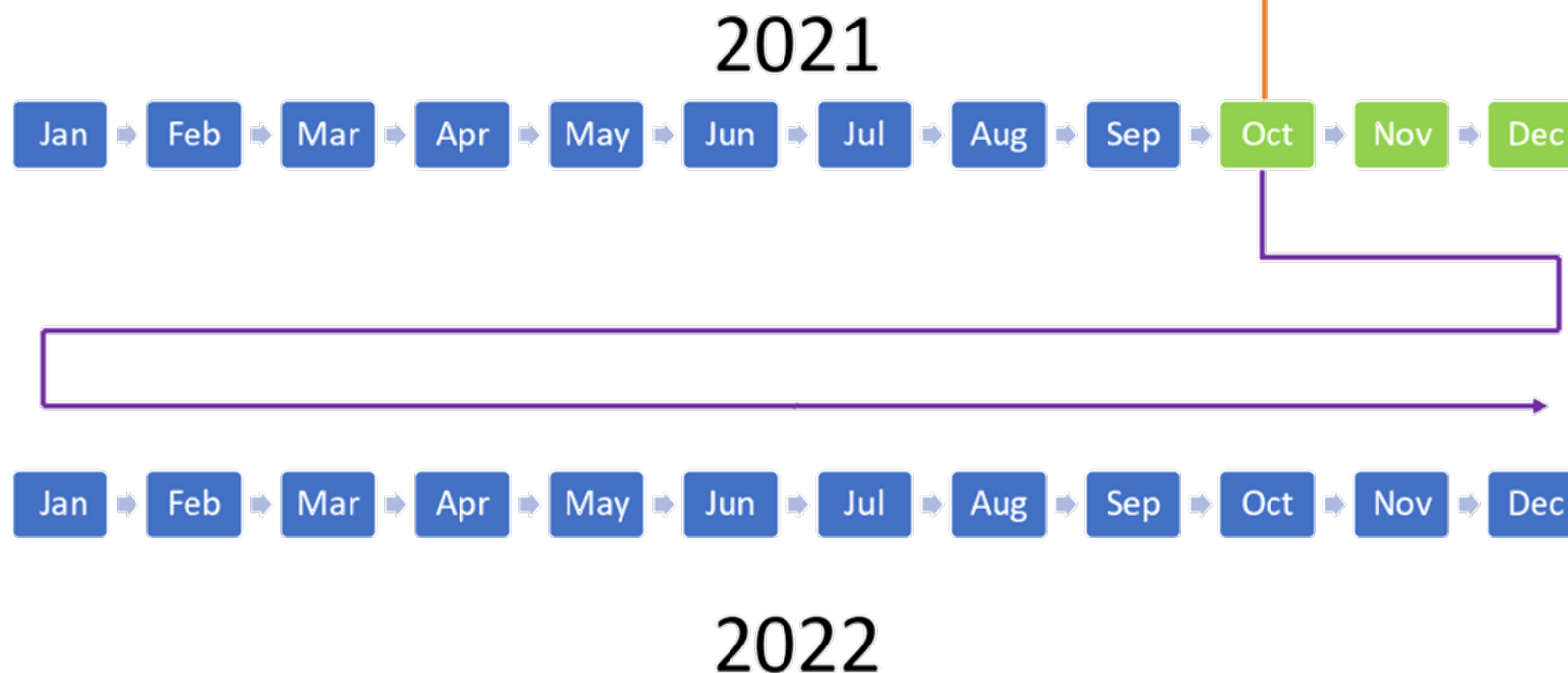
**Recommendation 1 – That Council adopts a quarterly pro rata approach to new environmental health premises registration fees.**



**Recommendation 2 – That Council amends fees to allow new environmental health premises registrations (when applied for within last quarter) to extend to following registration period.**

Current:

- New business registers in last quarter of registration period until end of current registration period (31 December 2021);
- Business needs to renew registration to become registered until 31 December 2022;
- Two applications required (1 to register and 1 to renew); and
- Three inspections required (1 prior to registration, 1 during 2021 registration period and 1 during 2022 registration period.)



Recommended:

- New business registers in last quarter of registration period is registered until end of next registration period (31 December 2022);
- One application required (1 to register); and
- Two inspections required (1 prior to registration and 1 during registration period 2021-22)

**Recommendation 3 – That Council adopts a quarterly pro rata refund approach to cancelled environmental health registration fees.**

Business pays for 12 months of registration however cancels registration on 30 April



**Current:**

- Business does not receive a refund unless requested (and approved by management)

**Recommended:**

- Pro rata refund issued for unpaid registration fees

## 2021-22 Current and Proposed Environmental Health Premises Registration Fees

DESCRIPTION	CURRENT 2021-22 New Registration Fee	PROPOSED 2021-22 New Registration Fee			
		Registration from Jan-Mar 2022 until 31 Dec 2022 (100% of new registration fee)	Registration from: Apr - Jun 2021 until 31 Dec 2022 (75%)	Registration from Jul-Sep 2021 until 31 Dec 2021 (50%)	Registration from Oct-Dec 2021 until 31 Dec 2022 (100% New Registration and 25% of Renewal Fee)
Food / health / prescribed accommodation / aquatic facility registration	(Businesses who register between months of Jan-Dec 21)				
Food Premises Class 1	\$955.05	\$955.05	\$716.29	\$477.53	\$1,114.23
Food Premises Class 2 - General	\$875.85	\$875.85	\$656.89	\$437.93	\$1,021.83
Food Premises Class 2 - Large/Manufacturing (> 10 staff)	\$1,114.95	\$1,114.95	\$836.21	\$557.48	\$1,300.78
Food Premises Class 2 - Community Group	\$239.10	\$239.10	\$179.33	\$119.55	\$278.95
Food Premises Class 3 - General	\$605.70	\$605.70	\$454.28	\$302.85	\$706.65
Food Premises Class 3 - Community Group	\$239.10	\$239.10	\$179.33	\$119.55	\$278.95
Food Premises Class 3 - Wineries	\$478.35	\$478.35	\$358.76	\$239.18	\$558.08
Food Premises Class 4	No Fee	No Fee			
Mobile Food Premises Class 2 - Business	\$875.85	\$875.85	\$656.89	\$437.93	\$1,021.83
Mobile Food Premises Class 2 - Community Group	\$239.10	\$239.10	\$179.33	\$119.55	\$278.95
Mobile Food Premises Class 3 - Business	\$605.70	\$605.70	\$454.28	\$302.85	\$706.65
Mobile Food Premises Class 3 - Community Group	\$239.10	\$239.10	\$179.33	\$119.55	\$278.95
Mobile Food Premises Class 4	No Fee	No Fee			
Temporary Food Premises Class 2 - Business	\$265.00	\$265.00	\$198.75	\$132.50	\$331.25
Temporary Food Premises Class 2 - Community Group	No Fee	No Fee			
Temporary Food Premises Class 2 - Linked to Food Premises Class 2 or 3	\$155.30	\$155.30 (No change as this is a discounted fee that is based on minimum costs to deliver service - inspection fee)			
Temporary Food Premises Class 3 - Business	\$265.00	\$265.00	\$198.75	\$132.50	\$331.25
Temporary Food Premises Class 3 - Community Group	No Fee	No Fee			
Temporary Food Premises Class 3 - Linked to Food Premises Class 2 or 3	\$155.30	\$155.30 (No change as this is a discounted fee that is based on minimum costs to deliver service - inspection fee)			
Temporary Food Premises Class 4	No Fee	No Fee			
Health Premises	\$605.70	\$605.70	\$454.28	\$302.85	\$706.65
Prescribed Accommodation	\$605.70	\$605.70	\$454.28	\$302.85	\$706.65
Aquatic Facility	\$605.70	\$605.70	\$454.28	\$302.85	\$706.65

## 2021-22 Current and Proposed Environmental Health Premises Refund of Unused Registration Fees

DESCRIPTION	CURRENT 2021-22 Refund For Cancelled Premises Registrations	PROPOSED 2021-22 Refund For Cancelled Premises Registrations			
		Cancellation between Jan-Mar (75% of new registration or registration renewal fee paid)	Apr-Jun (50%)	Jul-Sep (25%)	Oct-Dec (No Refund)
Food / health / prescribed accommodation / aquatic facility registration	Cancellation between Jan-Dec (only upon request and at discretion of management)				