

Statement of Proposal

Manawātū District Council Food Act Fees and Charges 2024/25

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 Council reviews its Food Act fees and charges annually. Prior to fixing fees under Section 205(3) of the Food Act 2014 (the Food Act Fees and Charges), the Council is required to consult on the proposed fees using the special consultative procedure detailed within the Local Government Act 2002, prior to adoption by the Council.

2 Background

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 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's fees and charges for 2024/25 (01 July 2024 to 30 June 2025) have been proposed in alignment with the Council's Revenue and Financing Policy. This Policy determines the basis used to calculate the level of fees and charges needed to recover costs.

3 Proposal

The adjusted fees are proposed to apply from 1 July 2024.

3.1 Proposed fees

	2024/25	2023/24
Food Act 2014 fees and charges		
Fee description	Fixed Fee	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.	\$286.00	\$282.00
Renewal of registrations	\$201.00	\$198.00
Amendment to registration (per hour)	\$161.00	\$158.00
Verification (including site visits and compliance checks) – per hour	\$161.00	\$158.00
Compliance and monitoring		
Complaint driven investigation resulting in issue of improvement notice by Food Safety Officer (per hour)	\$161.00	\$158.00
Application for review of issue of improvement notice (per hour)	\$161.00	\$158.00

	2024/25	2023/24
Food Act 2014 fees and charges		
Fee description	Fixed Fee	Fixed Fee
Monitoring of food safety and suitability (per hour)	\$161.00	\$158.00

4 Consultation process

Anyone can make a submission about the proposal described in this document.

This Statement of Proposal will be available from:

- Council’s “Have Your Say” website <https://www.mdc.govt.nz/contact-us/have-your-say>
- Manawatū District Council Administration Office 135 Manchester Street, Feilding
- Feilding Public Library, 10 Goodbehere Street, Feilding

The submission period runs from Friday 17 May 2024 until Sunday 16 June 2024 at 11.59 pm.

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. An analysis of all submissions and a final report will be presented to the Council for consideration and adoption.