



## **PREMISES REGISTRATION FEES – 2023-2024**

### **Introduction:**

The following is a schedule of fees for the annual registration and renewal of registration of premises under the:

- *Food Act 1984*;
- *Residential Tenancies Act 1997* i.e. *Residential Tenancies (Caravan Parks and Movable Dwellings Registration and Standards) Regulations 2010*; and
- *Section 74 Public Health & Wellbeing Act 2008*
- *Environment Protection Act 1970* – Waste water applications

**NOTE:**        **Transfer of Ownership of a food business fee is the same as a new registration fee.**

### **Definitions relating to fees:**

#### **Pathogenic micro-organisms means:**

Any bacteria, viruses, yeasts and moulds that are capable of causing disease.

#### **Potentially hazardous foods means:**

- (a) Food that has to be kept at certain temperatures to minimise the growth of any pathogenic micro-organisms that may be present in the food, or to prevent the formation of toxins in the food; and
- (b) Includes all food other than low risk food

#### **Examples**

- raw and cooked meat (including poultry and game) or foods containing raw or cooked meat such as casseroles, curries and lasagne;
- smallgoods such as Strasbourg, ham and chicken loaf;
- dairy products such as custard, or dairy based deserts such as cheesecakes and custard tarts, but not packaged pasteurised milk or ice-cream manufactured from pasteurised or heat-treated milk;
- seafood (excluding live seafood), including seafood salad, patties, fish balls, stews containing seafood and fish stock;
- processed fruit and vegetables such as fruit salads, fruit juices;
- cooked rice and pasta;

- foods containing eggs, beans, or other protein-rich foods such as quiche, fresh pasta and soy bean products; and
- foods such as sandwiches, rolls and cooked and uncooked pizza that contain the foods listed above.

**Low risk food means:**

Food that is unlikely to contain pathogenic micro-organisms and will not normally support their growth due to food characteristics. e.g. grains, cereals, carbonated beverages, jams, dried fruits, packaged pasteurised milk, ice-cream, manufactured from pasteurised or heat-treated milk, pasteurised or heat treated soy milk and cut fruit or vegetables (which are not subject to any further processing).

**Pre-packaged food means:**

Food that has been sealed within a package prior to entering the business, and remains in that package until after it is sold.

**Unpackaged food means:**

Food that is not pre-packaged food.

**Warehouse means:**

A building where goods requiring dry or cold storage are kept, pending distribution to another food premises.

**Ready to eat food means:**

Food that is ready for consumption, and includes food that may be re-heated, portioned or garnished or food that undergoes similar finishing prior to being served.

**Not-for-profit body means:**

An incorporated or unincorporated body or association that is not carried on for the purposes of profit or gain to its individual members and is, by the terms of the constitution or the body or association, prohibited from making any distribution, whether in money, property or otherwise, to its members

**Community group means:**

- (a) a not for profit body: or
- (b) a person or unincorporated group of persons undertaking a food handling activity solely for the purposes of raising funds for charitable purposes or for a not-for-profit body

**Food Premises - Class 1 (high risk).**

<b>Classification</b>	<b>Fee</b>
1. A hospital, including a: <ul style="list-style-type: none"> <li>a. public hospital;</li> <li>b. public health service;</li> <li>c. denominational hospital;</li> <li>d. private hospital;</li> <li>e. day procedure centre; or</li> <li>f. multi-purpose service.</li> </ul>	\$975 new premise  \$650 Per annum
2. An aged care service that provides care in a residential facility Example – a nursing home or hostel for the aged	
3. Any other aged care establishment: <ul style="list-style-type: none"> <li>a. at which accommodation is provided to aged persons on a permanent or temporary basis in conjunction with regular personal care or nursing services; or</li> <li>b. at which rehabilitation or therapeutic services are provided to aged persons; or</li> <li>c. where on-call assistance, including meals, is provided on request to aged residents.</li> </ul>	
4. A children's service	

**Food Premises - Class 2.**

<b>Classification</b>	<b>Fee</b>
1. A food premises at which any unpackaged potentially hazardous food is handled, other than a: <ul style="list-style-type: none"> <li>a. class 1 food premises; or</li> <li>b. food premises at which the only handling of unpackaged potentially hazardous food is of a kind that renders the premises a class 3 food premises or a class 4 food premises.</li> </ul>	\$825 new premise  \$550 per annum
2. Temporary premises including mobile food vendors	\$275
3. Temporary premises including mobile food vendors (Charity & Community Group)	\$100

**Food Premises - Class 3.**

<b>Classification</b>	<b>Fee</b>
1. A food premises at which one or more of the following food handling activities occurs: <ul style="list-style-type: none"><li>a. the handling of unpackaged low risk food; or</li><li>b. the warehousing or distribution of pre-packaged foods; or</li><li>c. the sale of pre-packaged potentially hazardous food; or</li><li>d. the sale of shell eggs; or</li><li>e. offering members of the public a free sample of a potentially hazardous food for immediate consumption if:<ul style="list-style-type: none"><li>▪ that food is, or will be, available for sale at the premises in a packaged form; and</li><li>▪ the sample is offered for no more than four hours; or</li></ul></li><li>f. the sale of ready-to-eat, potentially hazardous food by a community group if:<ul style="list-style-type: none"><li>▪ all of the food is cooked on site with the intention of being served immediately;</li><li>▪ the majority of persons involved in the handling of the food are volunteers; and</li><li>▪ this activity takes place at the premises for a maximum of two consecutive days at any one time – but does not include a food premises at which the only handling of food is of a kind which renders the premises a class 4 food premises.</li></ul></li></ul>	\$487 new Premise  \$325 per annum
2. Temporary premises including mobile food vendors	\$200
3. Temporary premises including mobile food vendors (Charity & Community Group)	\$75

**Food Premises - Class 4 (low risk).**

<b>Classification</b>	<b>Fee</b>
<p>1. A food premises at which the only food handling activities are one or more of the following:</p> <p>a. the sale to members of the public of:</p> <ul style="list-style-type: none"><li>▪ pre-packaged low risk food; or</li><li>▪ sausages that are cooked and served immediately, with or without onions cooked at the same time, and bread and sauce – when cooked and sold at a temporary food premises or by a non-profit body; or</li><li>▪ packaged or covered cakes (other than cakes with a cream filling) at a temporary premises by a community group; or</li><li>▪ biscuits, tea or coffee (with or without milk or soymilk) at a temporary premises by a community group; or</li></ul> <p>b. a wine tasting for members of the public, which may include the serving of cheese or low risk food that has been prepared and is ready to eat; or</p> <p>c. the sale to members of the public or the wholesale of whole (uncut) fruit or vegetables; or</p> <p>d. the handling of low risk food or cut fruit or vegetables and the serving of that food to children at a sessional children's service.</p>	Nil

**Public Health & Well Being Act Type of Premises**

<b>Classification</b>	<b>Fee</b>
1. Hairdressers, Beauty Parlours or similar businesses and Mobile Hairdresser businesses	\$225 New Premises
2. Beauty or Skin Penetration establishments	\$332.50 New Premises \$215 per annum

**Prescribed Accommodation Premises**

<b>Classification</b>	<b>Fee</b>
a. Residential Accommodation b. Hotels and Motels c. Hostels d. Student Dorms e. Holiday Camps	\$412.50 New Premises  \$275 per annum

**Caravan Parks**

<b>Total Number of sites (other than camp sites)</b>	<b>Units</b>	<b>Fee \$15.90</b>
Not exceeding 25	17 fee units	
Exceeding 25 but not exceeding 50	34 fee units	
Exceeding 50 but not exceeding 100	68 fee units	
Exceeding 100 but not exceeding 150	103 fee units	
Exceeding 150 but not exceeding 200	137 fee units	
Exceeding 200 but not exceeding 250	171 fee units	
Exceeding 250 but not exceeding 300	205 fee units	
Exceeding 300 but not exceeding 350	240 fee units	
Exceeding 350 but not exceeding 400	274 fee units	
Caravan Park Rigid Annex approval fee		\$170
Late Payment Penalty		30% of fees due

**Septic Tanks**

<b>Classification</b>	<b>Fee</b>
Wastewater Application Fee	\$777.20
Wastewater Application to Alter Fee	\$592.30

### **Search Fees**

Environmental Health Search Fee	\$55
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