

## **Waiving of Food Licensing Fees Policy**

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### **Introduction**

The waiving of the Food Licensing fees under the Food Act 2014 is an acknowledged way for Council to assist not-for-profit organisations to reduce costs when delivering social services in the community.

### **Policy**

Council will waive Food Licensing fees for not-for-profit organisations where the activity is of community benefit and not for commercial gain.

The maximum level that can be claimed per application is set at \$500.

Eligible organisations can receive assistance once a year for registration of a Food Control Plan and then for the annual costs and audit charges up to the set amount.

### **Criteria**

1. Applicants must be a not-for-profit organisation.
2. The activity must be of community benefit and not commercial gain.

### **How to Access**

A request in writing to Council seeking a waiver of fees. This must include details of the organisation and the facility or activity the waiving of fees has been requested for.

### **Decision**

Applications will be considered on a case by case basis by Council staff.

If it is not clear if the applicant or activity is eligible then the Manager Economic, Community & Support Services has delegated authority to make final decisions.

*Policy approved May 2016*

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