

POLICY



Date adopted: 30/05/2017
File no: 504180-1
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Policy title: **FOOD ACT 2006 - EAT SAFE LOGAN FOOD LICENCE INCENTIVE SCHEME**

Directorate: STRATEGY & SUSTAINABILITY

Branch: HEALTH, ENVIRONMENT & WASTE

Policy objective: To outline licence fee discounts available under Council's Eat Safe Logan Food Licence Incentive Scheme.

Policy scope:

This policy applies to new licences and licence renewals issued to food businesses pursuant to the *Food Act 2006*.

Exclusions:

Food stalls, domestic water distribution and temporary food events are excluded from this policy.

Definitions:

| Term | Definition |
|--------------------------|--|
| Eat Safe Logan | Eat Safe Logan refers to the food business rating scheme that was approved by Council minute no. 340/2010 (14 September 2010). |
| EHO | Environmental Health Officer (also referred to as 'inspecting' or 'assessing' officer). |
| Licensable food business | A licensable food business is defined in section 48 of the <i>Food Act 2006</i> . |
| Licensee | The holder of the licence for a food business. |

Policy statement:

The following procedure is to be taken for this policy:

1. Fee discounts available under the scheme

Five Eat Safe Logan categories are available to licence holders under Council's incentive licensing fee scheme. Upon inspection each food business will be awarded a rating between 0 and 5 stars based on their food hygiene and safety practices (0 being the lowest and 5 being the highest).

The individual incentive licence category is determined from the food business's last Eat Safe Logan rating in each financial year. Only those food businesses receiving 3, 4 or 5 stars will receive a licence discount.

The discounted licence fee for the applicable star rating is as follows:

| Eat Safe Logan star rating | Discount |
|-----------------------------------|------------------------|
| 5 | 20% discount |
| 4 | 15% discount |
| 3 | 10% discount |
| 2 | Base cost-recovery fee |
| 0 | Base cost recovery fee |

Food businesses will be charged their next annual licence fee based on the most recent star rating achieved through the year thus serving as an incentive for food businesses to improve their food business practices during a licence period.

2. Payment of annual licence fees required within the period stated

If a licensee does not pay their food business licence renewal fees by the due date stated on the renewal documentation, the licensee's incentive discount will be withdrawn and the licensee will be charged at the base scheduled fee amount for their licence type. The food business will still be entitled to the corresponding star rating but would incur the full licence fee costs.

Related policies/legislation/other documents:

| DOC ID | DOCUMENT TYPE | DOCUMENT NAME |
|-------------------------|----------------------|---|
| - | Legislation | <i>Food Act 2006</i> |
| - | Legislation | Food Regulation 2006 |
| 7266225 | Policy | Eat Safe Logan Administrative Review and Re-Grade Policy |
| - | Register | Register of cost-recovery fees and schedule of commercial and other charges |