

Schedule of Fees to Accompany Applications for Food Business

NOTE:

1. No fees apply for community, sporting and not-for-profit groups without a liquor licence.
2. Expedited service fee of \$162 apply for applications received between 3-10 working days before the approval is required. This fee will apply to applications from community, sporting and not-for-profit groups.
3. Administration fee of \$42.00 apply to process refund of surveillance/inspection and permit fees.

Applications received between 0-2 working days before the required approved will not be approved.

City of Kwinana fees for 2024/25 are as follows:

		Fee Type [Office Use]
Expedited service fee for applications received 3-10 working days before the before the approval is required.	\$168	[158]
Administration fee – Charge to process refund of surveillance/inspection and permit fees.	42.00	[419]
Food Business Fees		
Notification to conduct a food business (where notification only applies)	\$84	[301]
Registration (includes notification fee)	\$84	[317]
High Risk Food Business – Premises/Vehicle with no Food Safety Plan	\$672	[320]
High Risk Food Business – Premises/Vehicle with an audited Food Safety Plan	\$504	[160]
Medium Risk Food Business – Premises/Vehicle	\$504	[321]
Low Risk Food Business surveillance fee – Premises/Vehicle	\$168	[322]
Very Low Risk Food Business surveillance fee – Premises/Vehicle (Surveillance fees are charged on a pro rata basis by the month after 30 September)	waived	
Medium and Low Risk Food Business – community, sporting, charitable and educational organisation without a liquor licence	waived	
Medium and Low Risk Food Business – community and sporting clubs with a liquor licence	\$162	[323]
Assessment fee for lodgement of construction and fit-out plan for a food business, retail pet meat or animal food processing plant.	\$252	[318]
Assessment and advice to prospective purchasers and proponents establishing, amending or altering food businesses prior to lodgement of formal application for approval	\$168	[324]
Multiple site visits made by a Food Act Authorised Officer	\$168	[319]

		Fee Type [Office Use]
Health and Food Act – Re-issue, replacement or issue amended Certificates of Licence, registration, transfer, variation or other approval documentation	\$42	[309]
Verification of Food Safety Programs required by Food Standards Code	\$168	[413]
Search for any Food Business notification, application or related Notices, Prohibition Notices, sample analysis reports, determinations or the like	\$42	[330]
Legislative reports - desktop review without inspection	\$84	[385]
Legislative reports - desktop review with inspection (per hour or part thereof)	\$252	[386]
Outdoor Dining:		
Initial application or variation Dining area public land with plans & specifications	no fee	[388]
Outdoor Dining area on public land Annual Renewal fee application	no fee	[389]
Outdoor Eating area fee per M ² – introductory charge for Alfresco dining	no fee	[390]
Transfer application for outdoor dining area on public land	no fee	[391]
Cleaning fee for outdoor eating area up to 30 sq metres & part there-of for non-compliance of cleaning (per incident)	Actual Cost	[392]
Provision of Alfresco area boundary delineators (per disk)	no fee	[393]
Liquor Licensing:		
Liquor Act Certification – Section 39 (Health)	\$168	[307]
Food and Water Sampling:		
Water sampling – Bacteriological analysis	\$168	[305]
Water sampling – Chemical analysis	\$504	[98]
Food samples analysis on request – minimum charge \$3335	+ cost of analysis \$ Quote	[316]
per sample as quoted by the laboratory + + admin fee of 30% of the cost (depending on number of analytical units used by Analyst)		
Water samples on request – minimum charge \$168 per hour + cost of analysis per sample as quoted by the laboratory + admin fee of 30% of the cost	\$ Quote	[306]