



# FOOD UNIT NOTICE

**SUBJECT:** School Canteens & Imposing Fees and Charges

**Notice Number:** 10.5

**Date of Issue:** 17/11/2010

## **Distribution of Notice:**

Local government enforcement agencies

## **Purpose of Notice:**

To seek consistent application of fee for school canteens.

## **Action:**

Local Government Authorities to use their discretionary powers in exempting the payment of fees for school canteens run by not-for-profit groups.

## **Background**

School canteens are food businesses under the Act and are required to be registered with the relevant local government enforcement agency. The purpose of registration is to provide the enforcement agency with a mechanism to approve food businesses operating within their districts and to have knowledge about their operations so that decisions about appropriate surveillance activities can be determined.

The Act enables local government enforcement agencies to impose fees and charges related to the performance of their functions under the *Local Government Act 1995*. Fees can be charged for the registration of a food business and for the covering of costs associated with annual surveillance activities.

The Department of Health (DOH) is aware that many local government enforcement agencies have adopted this approach but a distinction is often made between school canteens run by not-for-profit groups and those run by food businesses.

## **Current Situation**

Local government have the ability to exempt school canteens from the application of fees associated with registration and/or surveillance activity.

There is inconsistency across a number of local government districts on the imposition of fees and charges upon school canteens run by not-for-profit groups. The DOH has received a number of concerns from various stakeholders on this matter which has resulted in the issue of this Food Unit Notice.



## Further Information

This document should read and applied in conjunction with Food Unit [Fact Sheet No. 6 – Fees and Charges](#).

## Contact the Food Unit:

Any feedback or concerns please utilise the “Food Unit Query” form which can be downloaded from our website:

[http://www.public.health.wa.gov.au/2/786/3/food\\_informatio.pm](http://www.public.health.wa.gov.au/2/786/3/food_informatio.pm)

Email: [FoodUnit@health.wa.gov.au](mailto:FoodUnit@health.wa.gov.au)

Ph: (08) 9388 4999

Fax: (08) 9382 8119

[www.public.health.wa.gov.au](http://www.public.health.wa.gov.au)

*Note: The information contained in this document covers the food legislation requirements for Western Australia. It is current on the date of publication but may change without notice. The Department of Health is not liable for any costs arising from or associated with decisions based on information here and users should obtain expert advice to satisfy all requirements of the relevant food legislation applicable.*

