

Health Licenses Information Sheet

Council regulates the sale of goods and services in public places by:

- (a) Regulating the conduct of persons selling goods on streets, roads and footpaths and other public places; and
- (b) Regulating the conduct of persons using vehicles to sell goods and services to the general public; and
- (c) Ensuring that persons who sell goods from house to house are not persons who should be restricted from doing so.

Licence Required

No person, whether acting on his/her own account, or as the servant of another person, shall engage in any public place in the sale of goods of any description whatsoever (except as provided in clause 309.1, Exemptions), without having first obtained a licence from Council.

Licence Application

The Applicant Details

- The name, address and contact details of the applicant
- The name, address and contact details of the person selling the goods

Licence Details

- Circle the type of licence required based on the description provided
- Provide the Business Name, the Managers Name, contact details for the business, Address (Street Location) where the business is operating

Vehicle Details (if applicable)

- The number of vehicles being used for the business
- The registered vehicle owner details and registration number
- The registered owner of the trailer and registration number
- The registered owner of the caravan and registration number

Fees

Payment to be made at the time of lodging the application in line with the nominated licence and associated charge

Licence not Transferable

No licence issued shall be transferable to any other person except with the written permission of the Council and the payment of the transfer fee.

Exemptions

- 1 Part 4 of the Fisheries Act 1996
- 2 Service delivery vehicles including milk vendors
- 3 Any trade or calling that the Council has approved by resolution
- 4 Any market, stall or stand which has a current approval under any other bylaw, legislation, resource consent or specific resolution of Council.

Environmental Health Officers

The Kaipara District Council uses Environmental Health Officers as the regulatory tool specifically relating to the preparation of food for sale; or food for human consumption sold in; or food pre-packed for sale in the Kaipara District.

Northland District Health Board, act as the Environmental Health Officers undertaking inspections and reporting on applicant suitability to operate a business in the district.

The *Health Act 1956* & the *Food Act 1981* sets out New Zealand's Food Standard when developing food regulatory measures ensuring:

- (a) the protection of public health and safety; and
- (b) the provision of adequate information relating to food to enable consumers to make informed choices; and
- (c) the prevention of misleading or deceptive conduct; and
- (d) the prevention or abatement of health nuisances

The Environmental Health Officers must also have regard to:

- (a) the need for standards to be based on risk analysis;
- (b) the promotion of consistency between mobile and fixed site food premises;
- (c) the desirability of an efficient food industry;
- (d) the promotion of the standard requirement consistent within the Kaipara District

Licence Category, Description, Fee and number of Health Inspections

Food Licence Category 0A	Stand or Stall Trader		
Each Application or multiple dates at the same fee (up to 4)	\$15.00	No Inspections	0
Food Licence Category 0B	Hawker - carries or takes about any goods, wares or merchandise, for sale or hire does not trade directly from a vehicle		
Each Application or multiple dates at the same fee (up to 4)	\$25.00	No Inspections	0
Food Licence Category 0C	Itinerant Trader not a resident in the district for 6 months prior to making application for sale or hire or exposure for sale or hire of goods		
Each Application or multiple dates at the same fee (up to 4)	\$112.50	No Inspections	0
Food Licence Category 1A	Low risk premises OR Mobile Shop sale of fruit and vegetables only /Hairdressers / Mortuaries		
Annual Fee	\$285.00	Annual Inspections	1

Food Licence Category 1	Low risk premises Food OR Liquor OR Mobile Shop sale of pre-packaged and sealed non-perishable foods only		
Annual Fee	\$398.00	Annual inspections	1
Food Licence Category 1+	Pre Packaged OR sealed non-perishable food and the Sale of Liquor		
Annual Fee	\$510.00	Annual Inspections	1
Food Licence Category 2	High risk food only premises OR larger camping grounds over 50 persons OR Mobile Shop food prepared or manufactured on site for the purpose of selling such as Takeaway, Hot Food, Fresh Rolls and Sandwiches OR Chilled Products OR Fish/Seafood OR Cold Meat		
Annual Fee	\$683.00	Annual Inspections	2
Food Licence Category 2+	High risk food only premises OR larger camping grounds over 50 persons OR Mobile Shop food prepared or manufactured on site for the purpose of selling such as Takeaway, Hot Food, Fresh Rolls and Sandwiches OR Chilled Products OR Fish/Seafood OR Cold Meat and the Sale of Liquor		
Annual Fee	\$750.00	Annual inspections	2
Food Licence Category 3	Large restaurants seating 100 + patrons and supermarkets		
Annual Fee	\$915.00	Annual Inspections	3
Food Licence Category E1	Very small club no restaurant facilities with low membership		
Annual Fee	\$315.00	Annual Inspections	1
Food Licence Category E1+	Moderately sized club no restaurant facilities but has kitchen and bar area, no preparation or sale of food on a regular basis		
Annual Fee	\$414.00	Annual Inspections	1
Food Licence Category E2	Larger clubs restaurant facilities for serving meals with separate kitchen, dining room and bar		
Annual Fee	\$621.00	Annual Inspections	2

Date Application Received			
Receipt Number		Amount	

Kaipara District Council

Private Bag 1001

DARGAVILLE

I make application pursuant to the Kaipara District Council Bylaw No1, 2008, under the provisions of the Council's Bylaw Part 3 . *"Trading in Public Places"*. I provide the completed application to assist with my request. I understand that I must attach a suitable character reference, make payment for the Licence Fee as specified, sign and date this form upon completion before my application will be processed.

Applicant Details

Name of Applicant			
Address of Applicant			
Suburb		Post Code	
Contact Phone No	(09)	Home Phone No	(09)
Mobile Phone No	0		

Details of Person Selling the Goods

Name of Applicant			
Address of Applicant			
Suburb		Post Code	
Contact Phone No	(09)	Mobile Phone No	0

Type of Goods and the Time the Goods being sold (Please circle applicable)

Stand or Stall Trader (4 multiple dates allowed)	0A	Hawker (4 multiple dates allowed)	0B	Itinerant Trader (4 multiple dates allowed)	0C
Low risk/Mobile shop fruit and vegetables	1A	Low risk food or liquor, Mobile shop sale of pre-packaged and sealed non-perishable food			1
Pre Packaged or sealed non-perishable food and the Sale of Liquor	1+	High risk food only premises OR larger camping grounds over 50 persons OR Mobile Shop food prepared or manufactured on site for the purpose of selling such as Takeaway, Hot Food, Fresh Rolls and Sandwiches OR Chilled Products OR Fish/Seafood OR Cold Meat			2
High risk food only premises OR larger camping grounds over 50 persons OR Mobile Shop food prepared or manufactured on site for the purpose of selling such as Takeaway, Hot Food, Fresh Rolls and Sandwiches OR Chilled Products OR Fish/Seafood OR Cold Meat and the Sale of Liquor	2+	Large restaurant seating 100+ patrons and supermarket			3
Small Club no food available	E1	Moderately sized club no restaurant facilities	E1+	Large club with restaurant	E2

Business Details

Business Name					
Manager Name					
Work Phone Number	(09)	Home Phone Number	(09)		
Mobile Number	(0)				
Street Location where Business is operating					
Suburb				Post Code	

Vehicle Details (if applicable)	No of vehicles	
Vehicle Registered Owner Details		
Vehicle Registration No		

Additional Vehicle Details (if applicable)

Trailer Registered Owner Details	
Trailer Registration No	
Caravan Registered Owner Details	
Caravan Registration No	

Print Name	
Signed by	

Environmental Health Officer Use

Affix receipt

Inspection and Interview completed	Circle appropriate	
	Yes	No
Report Attached	Circle appropriate	
	Yes	No
Issue Licence	Circle appropriate	
	Yes	No
Assessed by		
Signed		
Dated		

Office Use Licence Details

Licence Number	FP -
Date of Issue	
Expiry date	30 June