



**City of
Ipswich**

**Register of
Fees and Charges**

2024-2025

Extract of selected Regulatory Services Fees

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Name	Yr 2024-25 Fee (incl. GST)	Legislative Provision / Head of Power	GST LGA s97(2)
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HEALTH AND REGULATORY SERVICES

1 Health and Regulatory Services Fee Policies

1.1 Discount for Bona Fide Charitable or Community Organisations

A fee of 50% of the normal prescribed fee is payable in the following instances:

- Upon proof of status as a bona fide charitable or community organisation; or
- Acceptance by the Branch Manager (Engineering, Health and Environment) that the applicant is a bona fide charitable organisation.

The discount will be applied in the following:

- Section 4 Entertainment Venues;
- Section 6 Caravan Parks and Camping Grounds; and
- Section 8 Food Businesses, excluding Restoration Fees and Eat Safe Review and Reassessment Fees.

This does not apply to private clubs, activities resulting in commercial gain and where an activity does not fulfil a significant community role and cannot be considered to be not-for-profit.

1.2 Local Government

Where an activity is operated directly on behalf of Ipswich City Council or an application is made on behalf of Ipswich City Council, the fee will be waived.

1.3 Refunds

Design Assessment/Application Fees are non-refundable unless otherwise stated.

Licence/Permit fees should be paid on application and if the Licence/Permit is not approved then the applicable Licence/Permit fee will be refunded.

1.4 Star Ratings Discount

Licence Renewal fee is based on the level of star rating:

3 Star - 20% discount (\$584.00 if paid by 30 June)

4 Star - 30% discount (\$511.00 if paid by 30 June)

5 Star - 50% discount (\$365.00 if paid by 30 June)

Bona Fide Charitable or Community Organisations - Discount of 50% to be applied to the normal prescribed fee with no further Eat Safe discount applicable.

2 Application, Amendment and Inspection fees related to Health and Regulatory Services

The following fees may apply in relation to or in addition to permit and licence services (Health and Regulatory Services) within sections 3 to 11 of this register:

2.1 Application, Amendment and Inspection

Inspection fee (per hour): Health and Regulatory Services	\$327.00	Refer to base permit / licence / application fee for head of power. (a)
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Minimum charge 1 hour, maximum charge 4 hours.

Note: Inspection fees will only be charged to Permits/Licences where additional inspections are required, including pre-fitout advice (changes to plans/design), re-inspections, monitoring and non-compliance. If additional hours above the maximum charge are required then compliance action may be taken.

Name	Yr 2024-25 Fee (incl. GST)	Legislative Provision / Head of Power	GST	LGA s97(2)
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2.1 Application, Amendment and Inspection [continued]

Administrative amendment of a Permit/Licence (Minor): Health and Regulatory Services	\$72.00	Refer to base permit / licence / application fee for head of power.	(a)
Amendment of a Permit/Licence e.g. changes to plans/design (Major): Health and Regulatory Services	\$113.00	Refer to base permit / licence / application fee for head of power.	(a)
(minimum charge). Note: If an inspection is required then inspection fees will be in addition to this charge.			
Application for transfer of a Permit/Licence: Health and Regulatory Services	\$113.00	Refer to base permit / licence / application fee for head of power.	(a)
(minimum charge). Note: If an inspection is required then inspection fees will be in addition to this charge. Food Business Licences cannot be transferred under the Food Act 2006.			

2.2 Non-Compliance with a Notice

Council's costs associated with non-compliance with a notice: Health and Regulatory Services	\$515.00	Local Law 1 s 31	(a)
Note: This charge is in addition to contractor fees.			

3 Public Health

Application, amendment and inspection fees may apply in relation to or in addition to the services listed below. Refer to section 1 of the Health and Regulatory Services fees for further details.

3.1 Higher Risk Personal Appearance Service

Design Assessment - Higher Risk Personal Appearance Service	\$464.00	Public Health (Infection Control for Personal Appearance Services) Act 2003 (Qld) s 30	(a)
Initial Licence - Higher Risk Personal Appearance Service	\$292.00	Public Health (Infection Control for Personal Appearance Services) Act 2003 (Qld) s 30	(a)

3.2 Renewal Fees

Annual Licence Renewal - Higher Risk Personal Appearance Service	\$407.00	Public Health (Infection Control for Personal Appearance Services) Act 2003 (Qld) s 47	(a)
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3.3 Non-Higher Risk Personal Appearance Services

Inspection fee (per hour): Non-Higher Risk Personal Appearance Services	\$327.00	Public Health (Infection Control for Personal Appearance Services) Act 2003 (Qld) s 107	(a)
Minimum charge one (1) hour and maximum charge four (4) hours			

Name	Yr 2024-25 Fee (incl. GST)	Legislative Provision / Head of Power	GST LGA s97(2)
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8 Food Businesses

Application, amendment and inspection fees may apply in relation to or in addition to the services listed below. Refer to section 2 of the Health and Regulatory Services fees for further details.

8.1 Design Assessment of an Application for a New Food Business or Refurbishment of an Existing Business

Design Assessment - Food Business	\$740.00	Food Act 2006 (Qld) s 85	(a)
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8.2 Food Business Licence Fees

Licence - New Food Business	\$419.00	Food Act 2006 (Qld) ss 72, 85	(a)
Licence - Existing Food Business (failure to renew)	\$805.00	Food Act 2006 (Qld) ss 72, 85	(a)

Includes first inspection fee. For subsequent inspection fees refer to section 2.1

8.3 Food Safety Program

Application for restamping of an existing Food Safety Program (no process amendments)	\$92.00	Food Act 2006 (Qld) s 112	(a)
Application to accredit a Food Safety Program	\$540.00	Food Act 2006 (Qld) s 102	(a)
Amendment to a Food Safety Program	\$315.00	Food Act 2006 (Qld) s 112	(a)

Minimum charge. Note: If an inspection is required then inspection fees will be additional to this charge. Refer to section 2.1.

8.4 Temporary Food Stall

Application/Assessment and Licence - Temporary Food Stall: One Off Event (up to five (5) consecutive days in a single location)	\$315.00	Food Act 2006 (Qld) s 85	(a)
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Note: This fee is non-refundable.

Application/Assessment and Licence - Temporary Food Stall: Annual	\$385.00	Food Act 2006 (Qld) s 85	(a)
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Note: This fee is non-refundable.

Annual Licence Renewal - Temporary Food Stall	\$385.00	Food Act 2006 (Qld) s 85	(a)
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8.5 Licence Renewal Fees

Annual Licence Renewal - Food Business	\$730.00	Food Act 2006 (Qld) ss 72, 85	(a)
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Note A: Discount may apply, refer section 1.5.

Note B: If additional inspections are required due to non-compliance with licence conditions or legislative responsibilities then re-inspection fees will be additional to this charge. Refer to section 2.1

Name	Yr 2024-25 Fee (incl. GST)	Legislative Provision / Head of Power	GST	LGA s97(2)
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8.6 Water Carrier Renewal

Annual Licence Renewal – Water Carriers	\$385.00	Food Act 2006 (Qld) s 85		(a)
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8.7 Restoration Fee – Food Business Licence Renewal

Restoration Fee - Food Business Licence Renewal	\$71.00 plus Annual Licence Renewal - Food Business fee	Food Act 2006 (Qld)		(a)
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8.8 Eat Safe Review and Reassessment Fees

Application for desktop review of Food Safety Report	\$321.00	Food Act 2006 (Qld) ss 60, 64		(a)
Application for reassessment of premises Eat Safe Rating	\$845.00	Food Act 2006 (Qld) ss 60, 64		(a)

9 Heavy Vehicle Permit

Application, Amendment and Inspection fees may apply in relation to or in addition to the services listed below. Refer to section 2 of the Health and Regulatory Services fees for further details.

Annual Permit Renewal - Heavy Vehicle Permit	\$158.00	Local Law 5 s 12		(a)
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Note: If additional inspections are required due to non-compliance with permit conditions or legislative responsibilities then re-inspection fees will be additional to this charge. Refer to section 2.1.

10 Cemeteries

Application, amendment and inspection fees may apply in relation to or in addition to the services listed below. Refer to section 2 of the Health and Regulatory Services fees for further details.

10.1 Exhumation

Application/Assessment - Permit for Exhumation or Disturbance of human remains buried within or outside of a cemetery (per hour or part thereof)	\$327.00	Local Law 8		(a)
Supervision fee – Exhumation (per hour or part thereof)	\$359.00		#	

10.2 Commercial Use of Cemeteries

Commercial Use of Cemetery - Permit Application Fee	\$110.00	Local Law 7		(a)
Commercial Use of Cemetery - Single Use Permit	\$137.00	Local Law 7		(a)
Commercial Use of Cemetery - Annual Permit or Annual Permit Renewal (Multiple Use) - Per Cemetery	\$1,075.00	Local Law 7		(a)

Name	Yr 2024-25 Fee (incl. GST)	Legislative Provision / Head of Power	GST LGA s97(2)
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ROADS, TRAFFIC AND PARKING

1 Roads, Traffic and Parking Fee Policies

1.1 Discount for Bona Fide Charitable or Community Organisations

A fee of 50% of the normal prescribed fee is payable in the following instances:

- Upon proof of status as a bona fide charitable or community organisation; or
- Acceptance by the General Manager (Planning and Regulatory Services) that the applicant is a bona fide charitable organisation.

The discount will be applied in the following:

- Section 2.2 Regulated Parking - Permit Fees
- Section 3.2 Commercial Use of Roads; and
- Section 3.4.1 Works on Local Government Controlled Roads/Traffic Control Permits (including where Council has provided financial support to the community organisation to hold the event or undertake the work)

This does not apply to private clubs, activities resulting in commercial gain and where an activity does not fulfil a significant community role and cannot be considered to be not-for-profit.

1.2 Withdrawing and Waiving Fees for Works on Local Government Controlled Roads

Waivers relating to Section 3.4.1 Works on Local Government Controlled Roads/Traffic Control Permits may be considered when;

- Council is the financial sponsor of the work/event and applying the fee would be contrary to Council's objectives
- There are extenuating circumstances such as a natural disaster, death, serious illnesses or accidents
- The applicant is a registered not for profit charity (proof of status required); the work/event is for the benefit of the community and there is NO material gain to be made by the charity and or organisation (refer to section 1.1)
- The application relates to emergency services facilities
- There has been an unlawful act on the part of a third party or intervening event for which the Council officer does not reasonably believe the payee should be held fully or partially responsible

1.3 Refunds

Licence/Permit fees should be paid on application and if the Licence/Permit is not approved then the applicable Licence/Permit fee will be refunded.

3 Road Regulation

Withdrawing and discretionary principals for waving of fees for works on local government controlled roads.

Waivers may be considered when;

- An application was cancelled due to circumstances beyond the control of the applicant
- An error or omission has been made on the part of council
- Not properly made applications being returned to the applicant
- Other required state authority approvals were subsequently cancelled/denied after the application had been made
- Council is the financial sponsor of the work/ event and applying the fee would be contrary to councils objectives
- There are extenuating circumstances such as a natural disaster, death, serious illnesses or accidents
- The applicant is a registered not for profit charity (proof of status required) and the work/event is for the benefit of the community
- There is NO material gain to be made by the charity and or organisation
- The application relates to emergency services facilities
- There has been an unlawful act on the part of a third party or intervening event for which the Council officer does not reasonably believe the payee should be held fully or partially responsible

Discounting fees for local government controlled roads - Temporary Traffic Control Permit

In considering to reduce the application fees by 50% as per 1.1 :

- The applicant is a registered charity and the event is for the benefit of the community
- The applicant is a registered charity and the work/event is on the organisations site.
- Council has provided financial support to the community organisation to hold the event or undertake the work

Name	Yr 2024-25 Fee (incl. GST)	Legislative Provision / Head of Power	GST	LGA s97(2)
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3.2 Commercial Use of Roads

3.2.1 Licence Fees

Application/Assessment fee: Commercial Use of Roads	\$176.00	Transport Operations (Road Use Management) Act 1995 (Qld); Local Law 3 s6		(a)
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Note: Licence Fees are additional to this charge.

Application/Assessment fee: Commercial Use of Roads (Food Truck Friendly)	\$110.00	Transport Operations (Road Use Management) Act 1995 (Qld); Local Law 3 s6		(a)
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License renewal: Commercial Use of Roads (Food Truck Friendly)	\$110.00	Transport Operations (Road Use Management) Act 1995 (Qld); Local Law 3 s6		(a)
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Amendment of Licence: Commercial Use of Roads	\$72.00	Transport Operations (Road Use Management) Act 1995 (Qld); Local Law 7 s6		(a)
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Minimum charge. Note: If an inspection is required then inspection fees will be additional to this charge.

Application for transfer of a Licence: Commercial Use of Roads	\$113.00	Refer to base permit / licence / application fee for head of power.		(a)
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Minimum charge. Note: If an inspection is required then inspection fees will be additional to this charge. Applicable to annual licences only.

3.2.2 Sale and/or Display of Goods or Services on Roads (Roadside Vending)

Licence - Roadside Vending: Annual	\$350.00	Transport Operations (Road Use Management) Act 1995 (Qld); Local Law 3 s6		(a)
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Licence - Roadside Vending: Monthly	\$304.00	Transport Operations (Road Use Management) Act 1995 (Qld); Local Law 3 s6		(a)
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3.2.3 Busking, Commercial Touting, Hawking on Roads and Local Government Areas

Licence - Busking - Application/Assessment Fee	\$25.00	Transport Operations (Road Use Management) Act 1995 (Qld); Local Law 3 s6		(a)
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Licence - Busking - Renewal	\$25.00	Transport Operations (Road Use Management) Act 1995 (Qld); Local Law 3 s6		(a)
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Licence - Commercial Touting, Hawking - One off (one day only)	\$38.50	Transport Operations (Road Use Management) Act 1995 (Qld); Local Law 3 s6		(a)
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Licence - Commercial Touting, Hawking (Weekly)	\$168.00	Transport Operations (Road Use Management) Act 1995 (Qld); Local Law 3 s6		(a)
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3.2.4 Footpath Dining

Licence - Footpath Dining (Annual)	\$350.00	Local Law 3; Local Law 7		(a)
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Minimum charge.