



**NAME OF APPLICANT:** .....

**NAME OF ORGANISATION:** .....

**ADDRESS:** .....

**TELEPHONE NO:** ..... **SIGNATURE:** .....

**Vehicle Registration No. (Where applicable)** .....

**Description of Activity:** .....

**Description of Goods to be Sold:** .....

**Period of Approval: From** ..... **to** .....

**Hours of Operation:** .....

**Signposting Details:** .....

**Proposed Location:** .....

**Locality Sketch :**

*Note: (Please indicate road names, sight distances, north point, sign location/s and any other information considered relevant)*

**FOOD SALES DECLARATION (To be completed where selling food)**

I have obtained a copy of Council’s requirements for Food Stalls and have made myself familiar with these. The equipment provided, food preparation, storage, packaging and labelling will be in accordance with these requirements.

.....  
Signature Name (Please Print) Date

<b>Payment Details</b> <i>(NB: Charities, schools and sporting organisations are exempted)</i>		Office Use Only
<b>Amount Paid: \$</b>	<b>Receipt No.</b>	<b>Date Paid :</b>

## **POLICY REGISTER**

<b>SUBJECT:</b>	VENDORS
<b>POLICY TITLE:</b>	ITINERANT VENDORS AND STANDING STALLS
<b>OBJECTIVE:</b>	To detail and regulate appropriate safety and health conditions for itinerant vendors and stalls operating in Junee Shire.

### **POLICY**

1. That Council require all itinerant vendors and standing stall proprietors to obtain a permit from Council prior to operating on Council land within Junee Shire Council area.
2. Subject to the provisions of the Local Government Act 1993 the Roads Act 1993 and Council's Food Policies, the following conditions apply in respect of applications for licences for itinerant vending or standing stalls:-

### **DEFINITIONS**

"Itinerant Vendor" - A person who offers goods for sale, whether such goods are carried about in any vehicle or vessel, in any basket or other receptacle or on the person, upon any road or land under the control of the Council and any waterway within the Shire of Junee, not standing for any time other than while executing a sale.

"Standing Stall" - Any stall, whether mobile or not, on a road or land under the control of the Council and any waterway where goods including foods, are sold thereon. The term includes street stalls, carnival stalls, raffle sales and building site food stalls but does not include street furniture being used in conjunction with permanent operating business.

### **CONDITIONS FOR APPLICATION FOR AN ITINERANT VENDOR'S PERMIT**

### **CONDITIONS FOR APPLICATION FOR A STANDING STALL PERMIT**

1. Standing stalls selling or giving away food must comply with Council's Code for Temporary Food Premises.
2. Applications in all cases shall be in writing, on the Council approved form, stating the type of product to be sold, the location of the proposed stall, hours of operation and any other relevant information required by the Manager of Environment & Community Services.
3. The Standing Stall shall comply with the Policies of the Junee Shire Council.
4. The Standing Stall shall not trade within 200 metres of a retail shop selling similar goods (community organisations excepted).
5. Approval given to one person/organisation shall not be transferable to another without further application.

6. The Standing Stall Operator has no right to vend upon any land under the control of Council unless with prior approval of the Council.
7. The Vendor must operate in compliance with any conditions imposed by Council and have current at all times a permit to operate.
8. Broadcasting of amplified music or advertising from (or in association with) the stall between the hours 7.00 p.m. and 8.00 a.m. is prohibited.

### **STANDING STALLS ON FOOTPATHS**

1. Standing stalls on footpaths must be located either a) against the building alignment or b) against the kerb AND must be so located as to allow a minimum 2 metres clear footway for pedestrian use (notwithstanding this clause, stalls must not obstruct the free passage of pedestrians, especially children, people with prams, the elderly and people with disabilities, including wheelchair users).
2. A standing stall shall be no longer than 5 metres.
3. Standing stalls must not be located where they would breach regulatory or signposted parking/standing restrictions (e.g. wheel barrows in kerbside lanes when parking restrictions apply).
4. Standing stalls must not be located in front of driveways or entrances to properties.
5. Standing stalls must be carried out from a safe structure if a structure is used.

### **STANDING STALLS IN JUNEE CENTRAL BUSINESS DISTRICT**

1. A maximum of 2 standing stalls will be permitted to operate on or adjoining footpath areas at the same time in the CBD.
2. A maximum of 1 standing stall will be permitted in the CBD east of the railway line and a maximum 1 standing stall will be permitted in the CBD west of the railway line (on footpath areas) at any one time.
3. Nothing in clauses 1, 2 & 3 above shall prevent Council from permitting more stalls on special occasions such as charity market days, festivals and the like.
4. Council will maintain a booking schedule for standing stalls in the CBD. Bookings will be made in the order they are received with a maximum of 2 permits being issued per 12 months to each applicant or group/organisation.

**Please Note:** The above limitations apply to Council controlled land. Private land owners may permit standing stalls to operate on their land however it is strongly recommended that stall operators contact Council to ascertain what permits have been issued in the vicinity to avoid overlaps and competition.

### **STANDING STALLS ON ROADSIDES (RURAL SITUATIONS)**

1. Must not be located where the speed limit is 80 km/h or higher unless safety & efficiency of road use by both vehicles & pedestrians is not compromised.

2. Must not be located on a hill or bend where sight distance is limited (refer to RTA's Road Design Guide).
3. Must not be located in front of driveways or entrances to properties.
4. Must not be located where motorists are forced to park in the kerbside lane, where parking/standing restrictions apply. Where no kerb exists, they must stand clear of the travel lanes and shoulders.
5. Must have sufficient parking near the site.
6. Must provide sufficient traffic warning signs in advance of the facility (signs should only be placed during periods of selling activity).
7. Must not be located in a two-lane, two way (one lane in each direction) street or road, unless safe approach to the facility and safe departure from the facility is available.
8. Will only be allowed from vehicles standing in the kerbside lane if an additional lane is available for moving traffic in that direction of travel, and there are no kerbside standing/parking restrictions. Where no kerb exists, they must stand clear of travel lanes & shoulders.
9. Must not operate during hours of darkness.

#### **GENERAL CONDITIONS**

1. Council reserves the right to refuse permission to operate as an itinerant vendor or standing stall where:-
  - It is unsafe or unhealthy to operate; &/or
  - It is not in the best interests of the residents or general public to give permission.
2. The application fee will be as determined by Council and may vary from time to time.
3. Applications for permission to operate as an itinerant vendor or a standing stall must be in writing, on the approved form.

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**DATE ADOPTED: 19 November 1998**  
**MINUTE NO: 44.1198**  
**DATE RE-ADOPTED: 21 February 2012**  
**MINUTE NO: 21.02.12**  
**DATE RE-ADOPTED: 17 September 2013**  
**MINUTE NO: 47.09.13**