



Policy

02 STREET STALL POLICY

File Reference No:	28.167.7
Strategic Outcome:	Supported and engaged communities
Date of Adoption:	16/11/2016
Date for Review:	18/11/2020
Responsible Officer:	Director Corporate Services

1. POLICY STATEMENT

In order to ensure the orderly and equitable operation of street stalls in each of the towns in Berrigan Shire, the Council allocates available times and dates to various community groups.

The Council has a role in regulating street stalls to ensure:

- Access for pedestrians is not unduly impeded
- Local traders are not unduly inconvenienced
- All groups wishing to hold a street stall are given an opportunity

2. PURPOSE

The policy is designed to regulate and equitably share the space made available for local community groups to operate street stalls in each of the towns in Berrigan Shire.

3. SCOPE

This policy applies to all organisations wishing to hold a street stall on Council-controlled land

4. OBJECTIVE

This policy is developed to assist the Council with Delivery Plan Objective 3.1.3

Strengthen the inclusiveness and accessibility of our community

5. DEFINITIONS

A **street stall** is a temporary stall or stand operating in the open, generally selling a range of small items and/or raffle tickets. They are generally run for the purpose of raising funds for community activities and other charitable reasons.

6. POLICY IMPLEMENTATION

6.1. Eligibility



Policy

Only organisations operating for charitable or community purposes will be allocated a street stall date.

The Council will not provide street stall dates to individuals or to private businesses.

No organisation will be allocated more than 3 street stall dates per calendar year.

6.2. Applications

The Council will seek applications for street stall dates annually.

The Council will place a notice in the Council's Bulletin Page in the Cobram Courier and the Southern Riverina News when accepting applications for the coming year. A similar notice will appear on the Council website and social media outlets.

Applications for street stall dates will close on 31 January annually. This allows time for the Council to prepare and distribute advice of approved dates.

Applications received should contain the following information

- **Completed** application form
- Name of the organisation
- Contact name and daytime contact details
- Current Certificate of Currency of the organisation's Public Liability Insurance for \$20 million
- Preferred dates (please provide a range of dates, in order of preference)
- Rough outline of activity planned – e.g. "wood raffle and cake stall"

6.3. Allocation

The Council will allocate dates to eligible organisations on a "first come, first served" basis.

An alternative date will be allocated to any organisation subsequently requesting a date already booked. The Council will attempt to take into account any preferences listed in the application.

Additional stalls for special appeals for disaster relief, e.g. a natural disaster such as a fire, flood etc., will be considered with a completed application form and current Certificate of Currency of the organisation's Public Liability insurance for \$20 million.

6.4. Designated Locations

The preferred locations for street stalls are as follows:

Barooga	Outside the former IGA on Vermont Street.
Berrigan	Outside the Newsagency on Chanter Street.
Finley	Outside the Newsagency on Murray Street.
Tocumwal	Outside the Supermarket on Deniliquin Street

Alternative locations will be considered by the Council upon request.



Policy

6.5. Operation

The stall must be conducted at the agreed site.

The organisation must meet the requirements of the Council's Outdoor Dining and Footpath Trading Policy. The Council may, at its discretion, impose further requirements over and above that policy if deemed necessary.

Street stall operators should consider their legal responsibilities to their volunteers and the public while operating their stall.

No more than two street stalls will be allocated for each town per week.

Switching or swapping of dates with other organisations is permitted subject to

- concurrence of both organisations, and
- sufficient notice being given to the Council

7. RELATED POLICIES OR STRATEGIES

7.1. Legislation

- *Local Government Act 1993*
- *Roads Act 1993*
- *Food Act 2003*
- *Environmental Planning and Assessment Act 1979*

7.2. Policies and other documents

- Berrigan Shire Council Code of Conduct
- Risk Management Policy and Framework
- Outdoor Dining and Footpath Trading Policy