



1. MOBILE FOOD VENDOR APPLICATION

An application form must be completed and submitted to Council with the specified fee as well as the following documentation:

- Valid Certificate of Registration of a Statewide Mobile Food Business
- Valid Certificate of Currency for Public Liability and Public Liability Insurance to a minimum of \$20 million (Certificate must remain valid for the duration of the permit).
- Current road vehicle registration for the Mobile Food Van.

2. MOBILE FOOD VENDOR PERMIT

- Permits will be issued for a one-off event or for a period of twelve months. Twelve-month permits will expire annually on the 30 June. One-off event permits will remain valid for the specified expiry date on the permit.
- Permits are not renewed automatically; it is the responsibility of the permit holder to renew the permit prior to expiry.
- Permits are limited to one mobile food vending vehicle only. Subsequent vehicles will require a separate permit.
- Permits are not transferable and are only for the business specified on the permit.
- Permit must be displayed within the mobile food vehicle whenever the vehicle is operating.
- Inspections of Mobile Food Vendors will occur on a regular basis to ensure compliance with these guidelines.

3. PERMIT FEES

The mobile food vendor permit fee will be published annually in Council's Annual Fees and Charges available on the Council website.

<https://www.circularhead.tas.gov.au/our-council/fees-and-charges>

4. PRE-APPROVED TRADING LOCATIONS

- Once an approved permit has been issued, mobile food vendors may trade from several pre-approved locations throughout Circular Head.
- Council may at any time adjust the number of approved mobile food vendor locations in Circular Head, as well as the number of food vendors permitted to trade from each approved location.
- Council may add additional sites to the mobile food vendor locations, only after consultation with the public has occurred in accordance with Council's Public Consultation and Public Participation Policy.

The table below details the approved locations, addresses and the number of permitted vendors allowed to operate at any given location at a time.

The following locations have been pre-approved for mobile food vendors:

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MOBILE FOOD VENDOR POLICY GUIDELINES

LOCATION	ADDRESS	NO. PERMITTED VENDORS
STANLEY		
Green Hills Look Out (Attachment 1)	148 Dovecote Road	2
King Park Carpark (Attachment 2)	40 Church Street	2
Tatlows Beach (Attachment 3)	27 Marine Esplanade	2
SMITHTON		
Smithton Wharf (Attachment 4)	East Esplanade	1
Smithton Lookout (Attachment 5)	Massey Street	1
MARRAWAH		
Green Point Marrawah (Attachment 6)	Green Point Road	1

5. TRADING TIMES

Mobile food vendors are only permitted to operate at the specified locations detailed in these guidelines between the hours of 7:00am and 9:00pm.

6. ONLINE BOOKING SYSTEM

An online booking system has been developed to allow mobile food vendors to book specific locations, dates and times they wish to operate (subject to availability).

The following conditions apply:

- Permit holders must book prior to occupying any defined location specified in this guideline.
- Bookings can only be made up to one month prior to the date you wish to occupy the land.
- Each permit holder is only permitted to operate from the same location for three consecutive days, after three days they must book a different location to allow equal access for all Mobile Food Vendor Permit holders.

Booking link: [Mobile Food Vendor Booking System](#)

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7. MOBILE FOOD VENDING ON LAND NOT OWNED/MANAGED BY COUNCIL

If a mobile food vendor chooses to operate from privately owned or managed land, the mobile food vendor must obtain consent from the property owner/ manager prior to operation. The mobile food vendor must also ensure that mobile food vending is allowable on the site in accordance with the *Circular Head Interim Planning Scheme*. A planning permit may be required depending on the proposed location(s) for mobile food vending.

8. OPERATING REQUIREMENTS

A mobile food vendor must comply with the following operating requirements:

- Mobile food vendors must be fully self-contained, including power, water and wastewater.
- Power sources, where possible, must be from a source that generates low or inaudible noise emissions and/or air pollution as to not cause a nuisance with neighbouring properties and the public.
- Mobile food vendors must, while trading to the public, place out for use at least one rubbish bin a minimum of 120 litres. The contents of all bins must be disposed in the correct manner and **must not** use publicly available rubbish bins.
- Mobile food vendors must not leave their vehicles unattended whilst operating from any of the approved locations.
- Permit holders must ensure that themselves or their customers do not obstruct footpaths, roadways, driveways or other pedestrian or traffic access means.
- Mobile food vendors must only park their vehicle on a hard stand area. Vehicles must not park on soft or pervious surfaces e.g. grass.
- Mobile food vendors must park away from the entrance to the approved location of Council land as to reduce the impact on traffic flow and sight lines for vehicles entering and exiting the site e.g. away from the entrance of King's Park car park
- It is the responsibility of the mobile food vendor permit holder to cover the cost of any damages caused to Council assets or infrastructure as a result of their mobile food vending operation. This includes damage to public bins, seats, trees, footpaths etc.
- The mobile food vendor vehicle must comply with all the relevant Australian Standards relating to gas and/or electrical appliances.
- Safety of the general public is not to be compromised in anyway by the operation of the mobile food vending activity.
- Existing infrastructure, assets and land may not be used to tie, fix or otherwise be utilised for the security of the mobile food vendor and their associated equipment.

9. CANCELLATION OF PERMIT

Permits will be cancelled if the General Manager of the Council is satisfied that the permit holder has breached any of the permit conditions listed on their permit and/ or is not operating in accordance with these guidelines.

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MOBILE FOOD VENDOR POLICY GUIDELINES

10. REFERENCES & RELATED DOCUMENTS

Mobile Food Vendor Policy CP020

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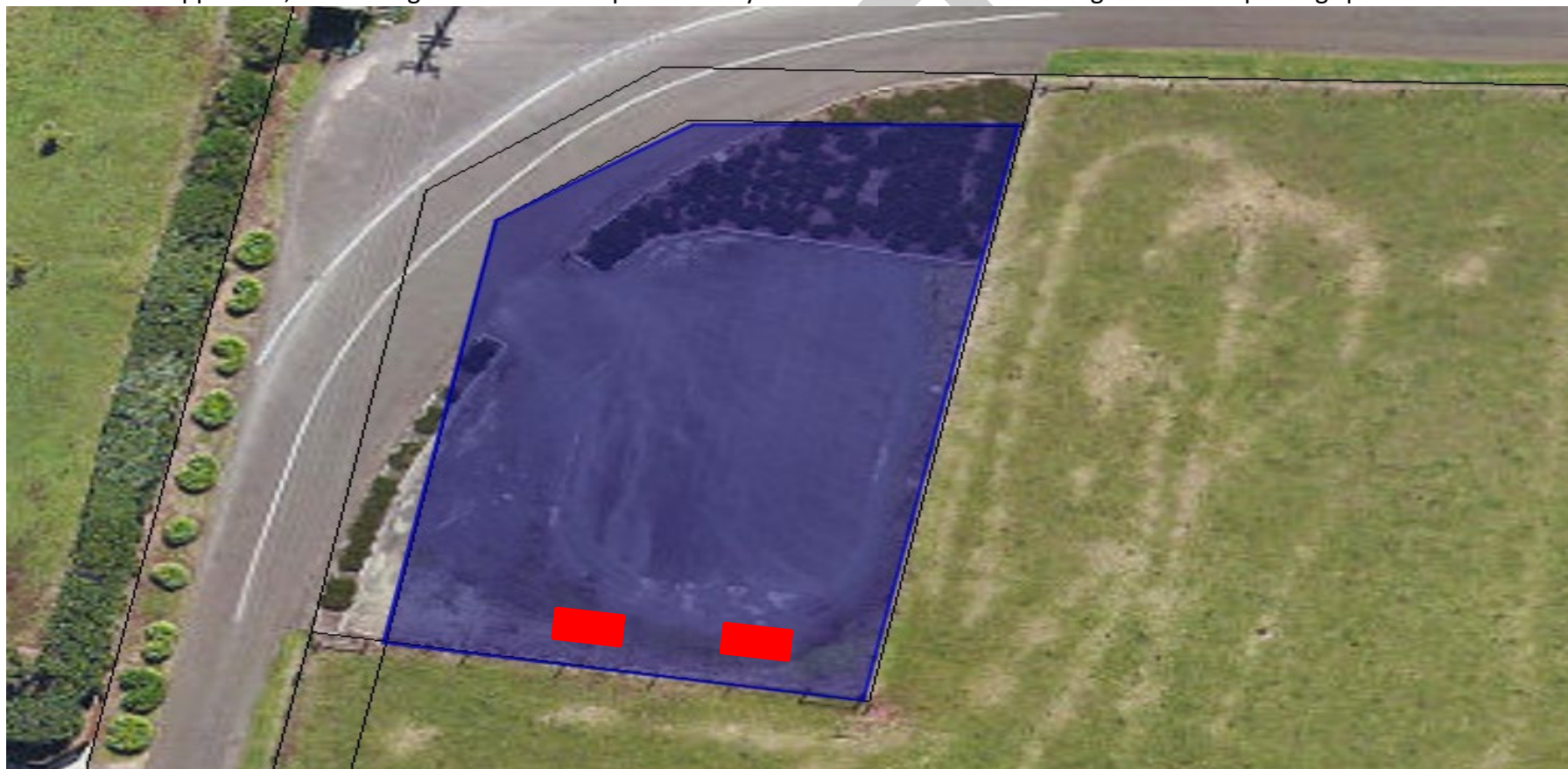


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MOBILE FOOD VENDOR POLICY GUIDELINES PRE-APPROVED MOBILE FOOD VENDING SITES

ATTACHMENT 1 - GREENS HILLS LOOKOUT - 148 Dovecote Road STANLEY

Two mobile food vendors are permitted to trade at a time from this location. The mobile food vending vehicles must be parked on the edge of the impervious surface as to not obstruct parking and traffic flow, similar to the locations highlighted below in red. Where applicable, the towing vehicle must be parked away from the mobile food vending vehicle in a parking space.



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ATTACHMENT 2 – KING PARK CARPARK – 40 Church Street STANLEY

Two mobile food vendors are permitted to trade at a time from this location. The mobile food vending vehicles must be parked on the edge of the impervious surface as to not obstruct parking and traffic flow, similar to the locations highlighted below in red. Where applicable, the towing vehicle must be parked away from the mobile food vending vehicle in a parking space.



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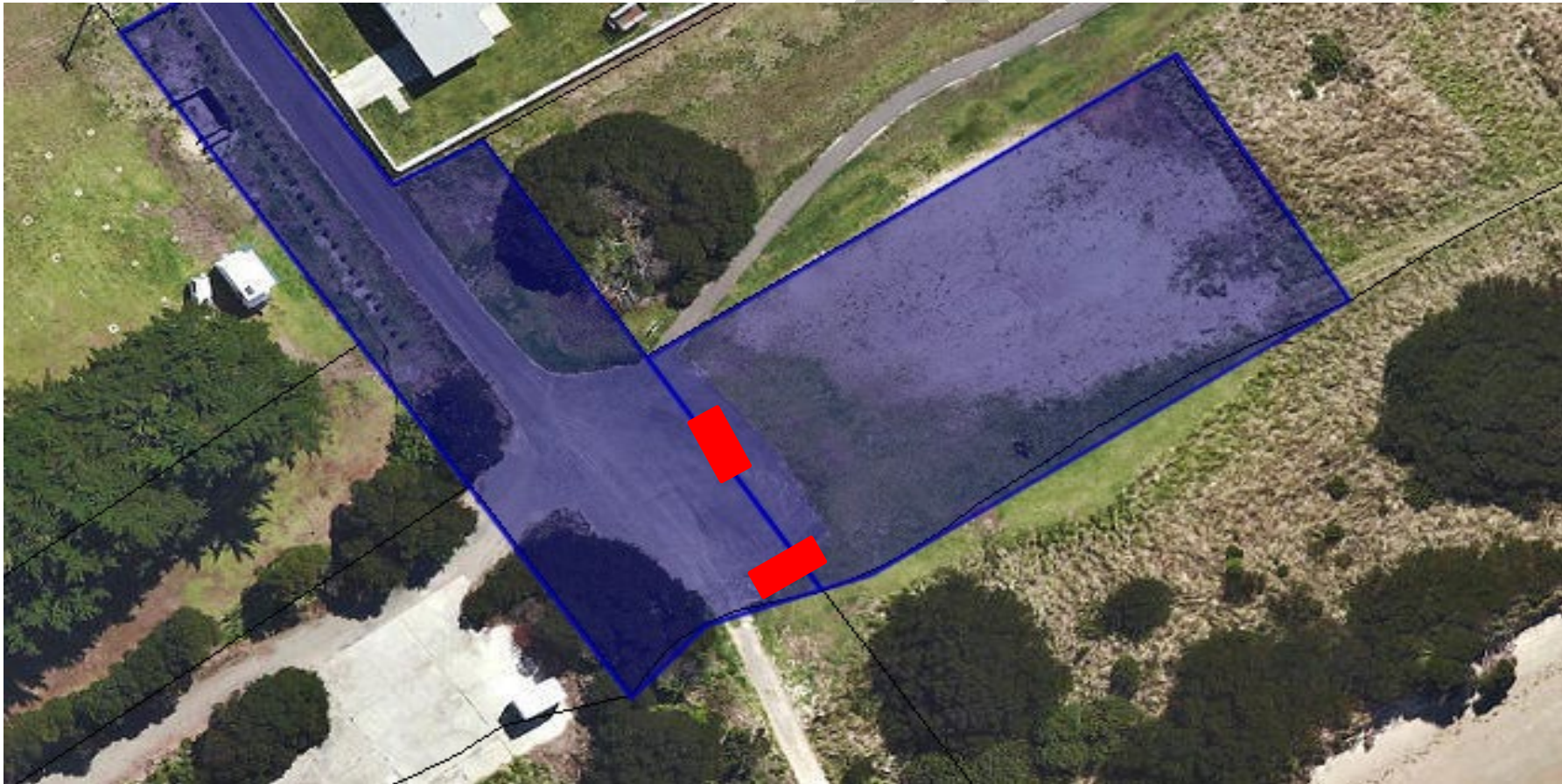


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ATTACHMENT 3 - TATLOWS BEACH – 27 Marine Esplanade STANLEY

Two mobile food vendors are permitted to trade at a time from this location. The mobile food vending vehicles must be parked on the edge of the impervious surface as to not obstruct parking and traffic flow, similar to the locations highlighted below in red. Where applicable, the towing vehicle must be parked away from the mobile food vending vehicle in a parking space.



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ATTACHMENT 4 - SMITHTON LOOKOUT – Massey Street SMITHTON

One mobile food vendor is permitted to trade at a time from this location. The mobile food vending vehicle must be parked on the edge of the impervious surface as to not obstruct parking and traffic flow, similar to the location highlighted below in red. Where applicable, the towing vehicle must be parked away from the mobile food vending vehicle in a legitimate parking space.



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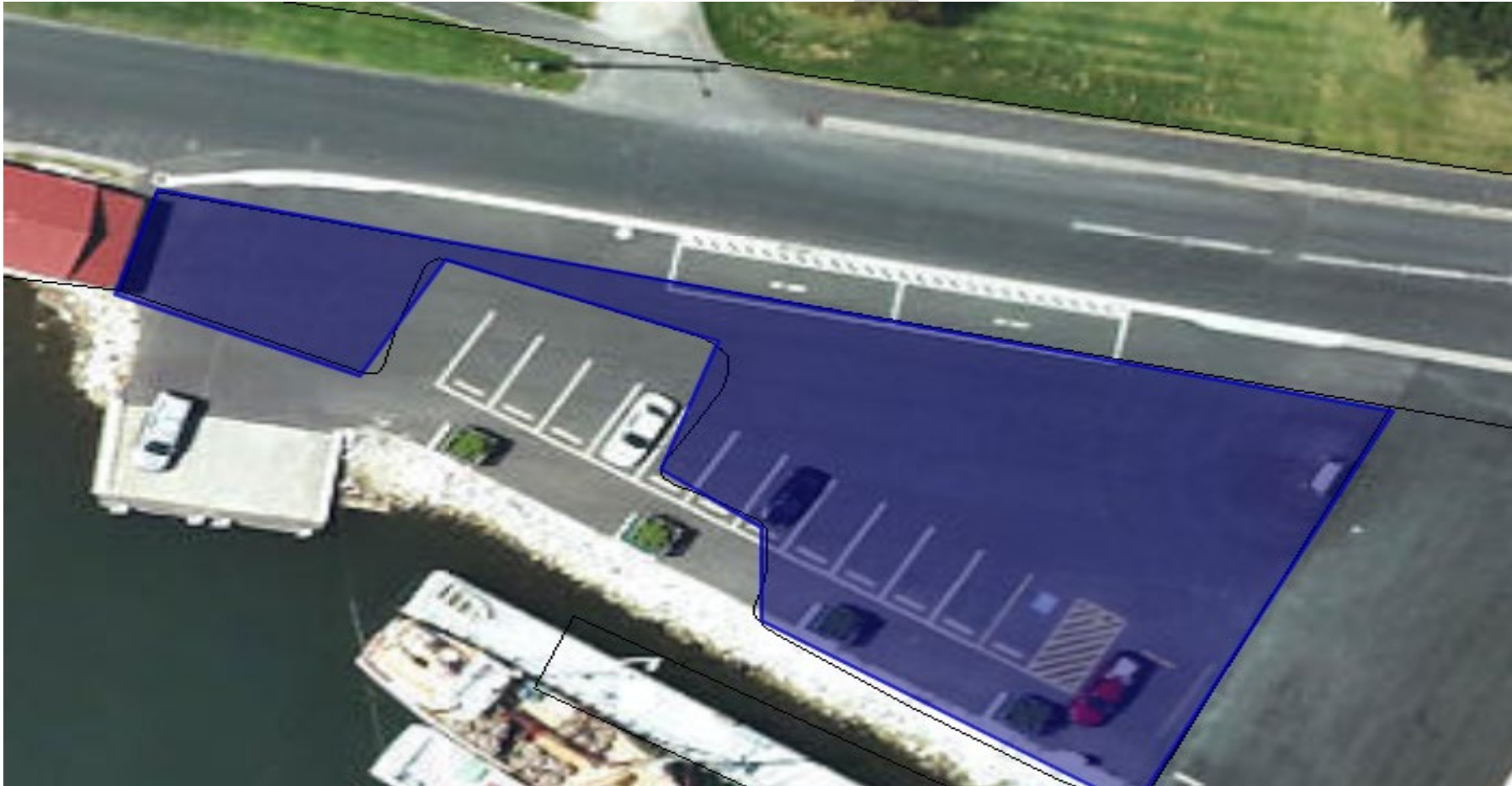


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ATTACHMENT 5 - SMITHTON WHARF – East Esplanade SMITHTON

One mobile food vendor is permitted to trade from this location. The food van must be parked in a defined parking space with the towing vehicle parked away from the mobile food vending vehicle in a legitimate parking space.



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ATTACHMENT 6 - GREEN POINT – Green Point Road MARRAWAH

1 vehicle is permitted to trade at this location at any one time. The vendor may choose where they wish to park, providing it is on the hard stand area and in a way that does not impact on traffic flow and movement. Where applicable, the towing vehicle must be parked away from the mobile food vending vehicle in a parking space.



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