



Footpath trading

Know your risks

Before you can use the footpath or roadside for your business, you will need to apply for a permit from the City of Stonnington. These are usually valid until 30 June and must be renewed each year.



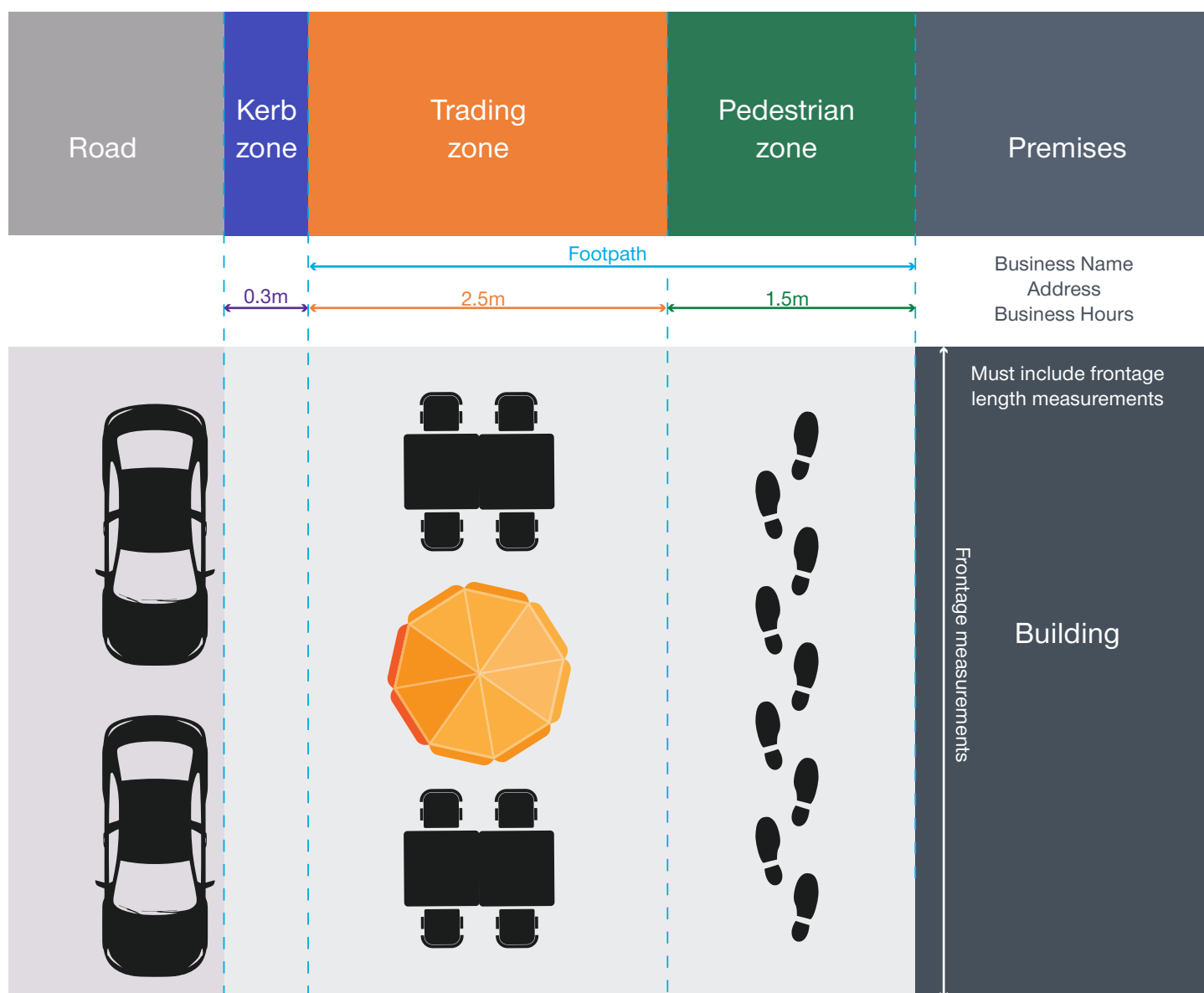
Before you apply

First, familiarise yourself with any relevant **policy** or **framework**, which are found on the City of Stonnington website. This will help you understand your responsibilities for managing the footpath area, your design and maintenance requirements, legal obligations and the costs involved.

What do I need to apply?

This will also be listed on the site. Generally, the following will be required:

- Food registration certificate issued by the Environmental Health team at Council.
- A Certificate of Currency with a minimum \$20 million public liability insurance which reflects the business name, address of the business premises and indemnifies the City of Stonnington against all claims of any kind of negligent acts by the permit holder.
- Completed aerial site plan including position of Council assets as well as the layout of furniture including chairs, tables, umbrellas, heaters and other items. All site plans must be an appropriate scale (1:100 or 1:200).



Example ONLY of site plan for proposed footpath activity

How long will it take?

Local laws permits are generally fairly quick and easy to get. Typically, if all information is provided applications can be assessed within 2-5 business days. Roadside dining permits require 1-3 months for assessment.

Transfer of ownership

A footpath trading permit applies only to the premises for which it is issued and is not transferable from one premises/ proprietor to another on the sale or transfer of ownership.

If you have taken over a business you will need to apply for a new permit.

For more information, email footpathtrading@stonnington.vic.gov.au.

Renewal of an existing permit

Before 30 June each year, a renewal notice is issued to all existing permit holders. It is the responsibility of the permit holder to ensure all permit renewal details including public liability, amendments and fees are forwarded to the City of Stonnington.

Failure to provide all renewal documentation and fees will result in the permit being invalid.

