



Permits – Approval of Street Stalls, Raffles and Badge Days Policy

Reference Number:	1.19
Classification:	Policy – Public
Subject:	Corporate Governance
Department:	Corporate Services
Responsible officer:	Director Corporate Services
Community Plan Reference:	Strategic Direction Two – Organisational Excellence
First Issued/Approved:	9 th December 2008 (Folio 4096; Item 11.1.7)
Review Frequency:	Every 4 years after each general election
Last Reviewed:	10 th March 2011 (Management Team Meeting)
Next Review Date:	December 2014
Council File Reference:	GF/9.63.1/4
Applicable Legislation:	Local Government Act 1999
Relevant Council Policies / Procedures / Guidelines:	
Consultation:	ELT

1. STATEMENT

The purpose of this policy is to ensure a fair and equitable access to public areas for conduct of fundraising activities for community groups whilst ensuring appropriate management of public risk.

2. DEFINITIONS

There are no known definitions related to this policy.

3. PRINCIPLES

- 3.1 Subject to the completion of a permit, approval for street stalls and badge days are delegated to Customer Service Staff at Millicent, Penola and Beachport.
- 3.2 On any one day only two events may be conducted within the townships in an endeavour to be fair to all fund-raisers.
- 3.3 Badge Day applications will be granted exclusive rights, subject to a formal request to Council.
- 3.4 Prior to conducting street stalls, raffles and badge days the relevant businesses are to be advised by the organising person/committee.
- 3.5 Bookings for raffles and street stalls will only be accepted in advance up to one month from the booking date.
- 3.6 Any variance from the above practice must be approved by the Chief Executive Officer.

Responsibility

The Chief Executive Officer and Deputy Chief Executive Officer are responsible for compliance with this policy.

The Customer Service Staff will monitor daily bookings by recording details including name of community/group, contact person and telephone details in a diary to ensure compliance.

4. REVIEW

This policy will be reviewed every four years after each general election.

5. AVAILABILITY

This policy is publicly available on Council's website: www.wattlerange.sa.gov.au.

A printed copy may be purchased from Council offices upon payment of the relevant fee in Council's Fees and Charges schedule.

6. ADOPTION AND AMENDMENT HISTORY

The table below sets out the adoption, review and amendment history of the policy.

Date	Authorised by	Minutes Reference
9 th December 2008 (Adopted)	Council	Folio 4096; Item 11.1.7
10 th March 2011 (Reviewed)	Management Team	-