



**LEETON SHIRE COUNCIL**  
*Preserving the Past, Enhancing the Future*

# **LEETON SHIRE COUNCIL POLICY**

**STREET STALL  
& JARRAH MALL**

## PREAMBLE

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This Policy determines the allocation and approval of Street Stall and Jarrah Mall usage for Raffle Ticket Sales, fundraising and promotion.

### 1. STREET STALLS

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The allocation of street stall dates is generally restricted to one day per **\*local organisation** only per year.

*\* Local organisation is deemed to be a locally based not for profit organisation raising funds for or awareness of community purposes and issues.*

#### 1.1 Allocation of Dates

##### 1.1.1 January to November (inclusive) -

The street stall site will be available for hire by local organisations during normal shopping hours on Fridays and Saturday mornings.

##### 1.1.2 December -

The street stall site will be available for hire by local organisations on Fridays, Saturday mornings and Thursday nights (after 5.00pm).

1.1.2 Applications for street stalls are to be invited in November each year;

1.1.4 Reserved dates for local organisations as approved by Council will be allocated prior to notification of available dates;

1.1.5 Applicants may submit up to three (3) dates in order of their preference;

1.1.6 The dates are to be allocated annually in November by a system of ballot;

1.1.7 All unsuccessful applicants are to be invited to re-apply for dates not yet allocated;

1.1.8 Any organisation not included in the ballot will be invited to select a date from unused dates remaining after all applications have been dealt with;

1.1.9 Street stalls are generally restricted to one (1) per organisation per year

1.1.10 Any organisation may apply for a vacant date after the allocation of dates has been completed regardless of whether the organisation has previously been awarded a street stall date.

1.1.11 The organisation using the street stall is to ensure that the street stall is left in a clean and tidy condition after the organisation has completed its activities. Failure to do so may result in that organisation being excluded from future bookings.

## 1.2 Raffle Ticket Sales

1.2.1 Raffle ticket sales during normal shopping hours Monday – Saturday up to 12 noon may only take place at the street stall site and be carried out by the organisation reserving the street stall at the time.

1.2.2 Raffle ticket sales will be permitted after 12 noon on Saturday afternoons subject to application and Council approval.

## 1.3 Fundraising (other than raffle ticket sales) or Promotion

1.3.1 Fundraising (other than raffle ticket sales) or Promotions during normal shopping hours Monday – Saturday up to 12 noon may only take place at the street stall site and be carried out by the organisation reserving the street stall at the time.

1.3.2 Fundraising ventures will be permitted after 12 noon on Saturday afternoons subject to application and Council approval.

1.3.3 Allow promotion of information from various organisations to the Public which may have benefit to the Public. This will be permitted at the street stall site subject to approval from Council.

## 1.4 Collection of Keys for Access to Street Stall

Keys are obtainable from Leeton Shire Council office the day prior to the booking during normal office hours.

1.5 Payment of Fees – Payable on collection or drop off of street stall key. Fee payable can be obtained from Schedule of Fees and Charges.

## **2. JARRAH MALL**

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### **2.1 Allocation of Dates**

2.1.1 Dates for bookings are available from Monday to Friday during normal shopping hours and Saturday mornings up to 12.00 noon by contacting Council.

### **2.2 Raffle Ticket Sales**

2.2.1 Raffle Ticket Sales are NOT PERMITTED in Jarrah Mall. On occasions application by service clubs/organisations may be permitted subject to Council approval and confirmation that Street Stall is not booked at the same time.

2.2.2 Raffle ticket sales by service clubs will be permitted in the Jarrah Street Mall after 5.00pm on Thursday nights during December only, subject to application and Council approval.

### **2.3 Fundraising (other than raffle ticket sales) or Promotion**

2.3.1 That fundraising ventures (other than raffle ticket sales) be permitted in the Jarrah Street Mall subject to application and approval by Council, and that the Director Environmental & Community Services be delegated authority from the General Manager to approve such ventures.

2.3.2 Allow promotion of information from various organisations to the Public which may have benefit to the Public. This will be permitted in the Jarrah Street Mall subject to approval from Council.

### **2.4 Power**

Access key to power box is obtained from Leeton Shire Council office (if required) the day prior to booking during normal office hours.

**Policy History:**

<b>Date of Adoption/Amendment</b>	<b>Resolution Number</b>
26 July 2013	13/136
22 February 2017	17/018