

Mobile Trading

ON COUNCIL RESERVES



Mobile Trading when on Council reserves

Council encourages the use of its reserves for a variety of activities that add to the public enjoyment and recreational value of the reserve such as organised sporting events, community events, weddings etc. Mobile Traders may operate on Council reserves after gaining written approval from the Council or an authorised officer.

Trading is restricted to no more than 3 events (bookings) per calendar year, with each event not exceeding 10 consecutive days each.

WHAT YOU NEED TO TRADE FROM A COUNCIL RESERVE

To trade on a Council reserve, you will need to:

- ✓ Contact the Reserves and Bookings Administrator to find out if there is an available site/s, or email openplacesadmin@whakatane.govt.nz
- ✓ Get approval by applying to hire a reserve – Application for an Event on a Council Reserve.
- ✓ Provide a health and safety plan, risk management plan, proof of public liability insurance and a site map with your application.
- ✓ Provide proof of your Food Safety registration if selling food.





CHOOSING A COUNCIL RESERVE

There are several prominent reserve sites in Whakatāne and Ōhope that are suitable for Mobile Food Traders:

- The Heads (Te Haehaenga)
- West End Reserve
- Maraetōtara Reserve
- Port Ōhope (Ōhiwa Spit) Recreation Reserve

You must gain written approval before you begin trading. Once approved, you may operate for up to 10 consecutive days from the one location. The location can be changed during this period but only with permission from Council and this will incur an addition fee.

Note: Most public reserves do not offer power or wastewater disposal services.

FEES FOR TRADING FROM COUNCIL RESERVES

1. **Reserve hire:** \$110.00 for up to 10 consecutive days
2. **Administration and processing fee:** \$35.00
3. **Change of location:** \$35.00
4. **Bond:** \$150.00

GENERAL RULES OF TRADING FROM COUNCIL RESERVES

- You must leave the site clean and tidy at the end of the day's trading.
- You must provide your own rubbish receptacle outside your trading vehicle that is removed, disposed of personally and replenished daily.
- You must not cause danger to pedestrians, cyclists, or other vehicles.
- Chairs and dining furniture must not be provided for customers by your business.
- You must not block access to private property, nor park a vehicle on the berm or footpath unless you get special permission.
- Trading vehicles must vacate the site half an hour after sunset and not return until half an hour after sunrise.
- You must not move from a pre-approved area within the same reserve without gaining Council permission.
- If requested by Council, you must move temporarily for maintenance operations or exclusive events. For any major unscheduled works you will be rebooked elsewhere.
- You must pay a bond to cover potential site damage. *Note: If the cost of damages exceed the bond, you will be invoiced for repairs.*

FURTHER INFORMATION

This brochure is published by the Whakatāne District Council and is intended to provide general information only. It is not intended as a legal document and may not be applicable to all circumstances. For further information, please contact the Whakatāne District Council.

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