

CITY OF HOBART

Food Trucks Program Guidelines

2023 – 24



City of **HOBART**

Acknowledgement

In recognition of the deep history and culture of our city, we acknowledge the Tasmanian Aboriginal people as the Traditional Custodians of this land. We acknowledge the determination and resilience of the Palawa people of Tasmania who have survived invasion and dispossession and continue to maintain their identity, culture, and rights.

We recognise that we have much to learn from Aboriginal people today, who represent the world’s oldest continuing culture. We pay our sincere respects to Elders past and present and to all Aboriginal people living in and around Hobart.

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The Hobart Food Trucks Program allows vendors to trade throughout the Hobart local government area to contribute to our food scene. The program provides parameters within which the community can enjoy the economic, social and cultural benefits of mobile food vending. In running the Food Trucks Program, the City aims to ensure that the program runs alongside of and complements hospitality across Hobart.

The Hobart Food Trucks Program enables food trucks to trade where they are 50 metres or more away from an existing food and beverage business, residential property or public event. There are several no-go zones across Hobart where food trucks are not permitted to trade.

Introduction



DEFINITION

For the purposes of this program, a food truck is defined as any vehicle that is registered as a Mobile Food Premises within Tasmania under the Food Act 2003 and that seeks to trade on public and City of Hobart owned / administered land within the City of Hobart local government area.

Trade should be direct with the customer from the location where the mobile food vendor is positioned. The City of Hobart Food Trucks Program does not permit a food delivery service from a food truck when it is trading as part of the program.

Food trucks can be road-registered vehicles, such as trucks, minivans, or enclosed trailers; as well as non-motorised, non-road- registered vehicles, such as pushcarts or tricycles.

Only road-registered vehicles, where trade is wholly from inside the vehicle, may trade on the roadside. Only non-motorised, non-road-registered vehicles may trade on footpaths or in parks or reserves.

AIMS

- Activate the City of Hobart.
- Diversify the local economy.
- Encourage mobile food vending while maintaining support for existing businesses.
- Enable cultural experiences that encourage social interaction.
- Enhance community safety and wellbeing.

Trading

TRADING ON CITY OF HOBART LAND

Food Trucks Program permit holders are able to trade on City of Hobart-owned and/or administered land only, such as the road reserve, a park, reserve or open air public car park within the area covered by the Hobart Interim Planning Scheme 2015. Please see the map on pages 16-17 which show this area.

SULLIVANS COVE PLANNING SCHEME TRADING EXCEPTIONS

As a general rule, food trucks are not permitted to trade in the area covered by the Sullivans Cove Planning Scheme 1997, except at Salamanca Plaza, Collins Street and Franklin Square (for non-motorised vendors only).

Food truck permit holders are able to trade in the following areas:

Collins Street

(between Campbell Street and Brooker Avenue) prior to 6 pm, Monday–Saturday.

McVilly Drive, Queens Domain

(bike path car park)

8 am – 8 pm, seven days a week.

Salamanca Plaza

Trade is permitted at this location on Friday and Saturday nights only between the hours of 10.30 pm – 2.30 am. Trading at this location is coordinated by the City of Hobart through a roster system.

Salamanca Plaza is the only location administered through a roster.

Permit holders wishing to trade at Salamanca Plaza are asked to register their interest in trading in this location when applying for a permit. It is strongly recommended that

you speak to the program officer about the Salamanca Plaza roster if you are interested in participating.

The roster has availability for a maximum of 8 mobile food vendors and each roster period is no more than 8 weeks. If the roster is full, then you will be put on a waiting list. New mobile food vendors to the program will not be added to the roster until the cycle has finished.

TRADING ON PRIVATE LAND

Mobile food vendors wishing to trade on privately-owned land do not fall under the Hobart Food Trucks Program.

Vendors wanting to trade on privately-owned land within the Sullivans Cove Planning Scheme 1997, as well as within the Hobart Interim Planning Scheme 2015, should contact the City of Hobart's Planning unit on 6238 2715 for information. Information is also available on the City of Hobart website: hobartcity.com.au/Business/Food-and-beverage-businesses

Please note if a mobile food vendor wishes to trade on privately-owned land, they are still required to hold a current Certificate of Food Business Registration issued by a local government authority.

EVENTS AND FESTIVALS

Mobile food vendors wishing to trade at events, festivals or markets are not covered by the Hobart Food Trucks Program. They are still required to hold a current Certificate of Food Business Registration issued by a local government authority and need to speak to the individual event organisers about specific trading requirements.



NO-GO ZONES

The Hobart Food Trucks Program enables vendors to trade where they are 50 metres or more away from an existing food and beverage business, or public event.

While the Hobart Food Trucks Program is designed to activate Hobart as much as possible, a number of no-go zones exist within the program. These are areas where Hobart food vendors are not allowed to trade to ensure they do not adversely impact on other food and beverage establishments, keep roads and traffic safe for cars and pedestrians or because of existing by-laws.

Maps of the zones are on pages 16-17 of these guidelines and include the following areas.

- The extended waterfront area (that includes the Sullivans Cove Planning Scheme 1997)
- Brooker Highway and Brooker Avenue
- Southern Outlet
- kunanyi/Mount Wellington

Trade could occur in these locations if the mobile food vendor is trading as part of an event, festival or market, or in one of the Sullivans Cove Planning Scheme permitted areas (please see Sullivans Cove Planning Trading Exceptions section).

TIMES AND DURATION

Mobile food vendors must adhere to the parking restrictions for the area in which they want to trade. If a vendor is trading from a ticketed area, a ticket must be purchased. In the following example, you can trade for two (2) hours (except on Saturdays) during the displayed times and must purchase a ticket.



If there are no parking restrictions, permit holders can trade for a maximum of four (4) hours in one location and must vacate the location after six (6) hours, seven days per week.



The extra two (2) hours allows for set-up and pack-down time around trading. For example, in the above situation, a vendor can trade for a maximum of four (4) hours and has an additional two (extra) hours for set-up and pack-down. This totals six (6) hours in this location.

In the following example, a vendor is not permitted to trade at all.



Please see the Sullivans Cove Planning Scheme Trading Exceptions section for other specific trading times.

Permit

Mobile food vendors interested in participating in the City of Hobart Food Trucks Program must complete an application, which is available on the City of Hobart website:
hobartcity.com.au/food-trucks

Applicants can choose between an annual or quarterly permit that either includes or excludes Salamanca Plaza.

ANNUAL PERMITS

Annual permits end on 30 June. Annual permits are also offered and charged on a pro-rata basis that expires at 30 June. Mobile food vendors seeking an annual permit after the start of the financial year will be offered and charged at a pro-rata basis.

QUARTERLY PERMITS

Three-month permits are issued throughout the financial year. The permit is valid until the expiry date and can be renewed on a rolling, 3-month basis in line with the financial year quarters (1 July, 1 October, 1 January, 1 April).

PERMITS THAT INCLUDE SALAMANCA PLAZA

Vendors with road-registered vehicles have the option of trading at Salamanca Plaza. This location is managed on a roster system. There are two quarterly permits that include Salamanca Plaza - high season (from October to March) and low season (from April to September).

APPLYING FOR A PERMIT

To be eligible to participate in the Hobart Food Trucks Program, applicants will need to provide evidence of the following:

- Certificate of Food Business Registration issued by a Tasmanian local government authority
- If your vehicle is road-registered, you must also attach a copy of your Tasmanian vehicle
- registration
- Certificate of Currency for at least \$20 million public liability insurance
- Image of the food truck – preferably set up
- Image of the compostable containers and utensils that will be used when trading.

PERMIT FEE

The permit fees for the City of Hobart Food Trucks Program are as follows:

Road-registered vehicles

(excluding Salamanca Plaza Roster)

Annual Permit	\$1,042
Quarterly Permit	\$347

(including Salamanca Plaza Roster)

Annual Permit	\$2,244
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Quarterly Permit	\$695
High season (Oct to Mar)	

Quarterly Permit	\$374
Low season (Apr to Sep)	

Non-motorised, non-road-registered vehicles

for trade on footpaths, parks and reserves

Annual Permit	\$1,391
Quarterly Permit	\$417

All fees are exempt from GST.

PERMIT RENEWAL

Vendors already participating in the program are required to renew their permit before their existing permit expires. Hobart food truck permit holders will be reminded prior to their permit expiring and will be invited to renew their permit. Permits are not automatically renewed.

PERMIT CANCELLATION

A permit may be revoked by the City at any time due to non-compliance with any of the permit conditions.

REFUND OF PERMIT FEE

There is no partial refund of permit fees if the vendor wishes to cease trading before the expiry date of their permit. Notwithstanding this, a full refund of any permit fee will be considered if the vendor has extenuating circumstances preventing them from trading. Any decision is at the sole discretion of the City of Hobart.

HOBART FOOD TRUCKS PROGRAM DECAL

Vendors are expected to place a program decal on a window or surface of the vehicle/trailer that is clearly visible to the public. The decal helps the public to know that you have a permit to trade as part of the City of Hobart Food Trucks Program. When a vendor leaves the program, this decal should be removed.

DISPLAYING OF SIGNS

A vendor may be permitted to display one (1) signboard in front of their vehicle/trailer while they are trading. This display is subject to Clause 8 of the Public Spaces By-Law. Please go to the City of Hobart website: hobartcity.com.au/Business/Food-and-beverage-businesses/Permit-to-occupy-a-public-space for further details.

WASTE REDUCTION IN THE CITY OF HOBART

The City of Hobart is committed to reducing waste and to eliminate single-use plastics and other waste-producing items. The City now has a by-law that bans certain single-use plastic food packaging. The by-law is designed to reduce plastic litter and waste going to landfill. The by-law only applies to businesses that provide or sell food in packaging that can be

taken from a premises for immediate consumption. Mobile food vendors are covered by this by-law. The Hobart Food Trucks Program terms and conditions outline what mobile food vendors must do.

To learn more about the by-law and the problem of plastics and litter in Hobart, go to the City of Hobart website: hobartcity.com.au/Business/Food-and-beverage-businesses/Single-use-plastics-by-law-information

OTHER TRADING OPPORTUNITIES IN THE CITY OF HOBART

The display or trade of any other goods is not covered by the City of Hobart Food Trucks Program. Please go to the City of Hobart website: hobartcity.com.au/Business/Food-and-beverage-businesses/Permit-to-occupy-a-public-space for further details.

FURTHER QUESTIONS AND ENQUIRIES

If you have any further questions or queries about our Food Trucks Program, please contact the program officer by emailing cityactivation@hobartcity.com.au

This document can be found online at: hobartcity.com.au/food-trucks



Terms and Conditions for permit holders

The Permit Holder agrees to abide by all of the following terms and conditions

CONDITIONS PRECEDENT

1. The grant of this permit is subject to, and conditional upon:
 - a. Payment of the permit fee for the Term (as set in the Hobart City Council's ("The City") annual Fees and Charges) on or within fourteen (14) days of receiving notice of acceptance of your application;
 - b. The permit holder obtaining, and keeping current, a public liability insurance policy of a type and to the value of twenty million dollars (\$20,000,000.00) for each occurrence in respect of that public liability policy and producing a copy of the certificate of currency specifying the area insured, the period of insurance and the amount of insurance cover within 14 days of the date of issue of this permit and thereafter producing a copy of the policy to the City upon demand.

PERMITTED STREETS

2. This permit authorises the permit holder under Section 56c of the Vehicle and Traffic Act 1999 (Tas) to trade on those streets within the Hobart municipality not otherwise prohibited by in the document titled "City of Hobart Food Trucks Program Guidelines and Permit Conditions ("CoHFT Program") available on the city's website: hobartcity.com.au/Community/food-trucks (as it is amended from time to time) subject to the terms of this permit and the CoHFT Program.

AMENDMENT

3. The City may modify, amend or vary the terms and conditions of this permit at any time at the City's sole and absolute discretion.
4. The City will provide written notice to the permit holder of any amendment or variation to the terms or conditions of this permit at least fourteen (14) days prior to the commencement of the modification, amendment or variation.

TERMINATION

5. The City may terminate this permit if the permit holder breaches any term of this permit.
6. Failure to exercise any rights accumulated under clause 6 will not be considered as a waiver of those rights unless those rights have been expressly waived in writing provided to the Permit Holder.

HEALTH AND SAFETY

7. Comply with all environmental health laws pertaining to Mobile Food Premises registration.
8. Comply with all Australian Standards relating to the installation, maintenance and operation of gas and/or electrical appliances within the mobile food vehicle.
9. Keep the mobile food vehicle well presented, clean and in roadworthy condition at all times.
10. For road-registered mobile food vehicles parked on the road reserve, serve customers from the footpath side of the mobile food vehicle only.
11. For road-registered mobile food vehicles parked on the road reserve, park the mobile food vehicle in the direction of traffic flow only.

12. Not receive deliveries while trading.
13. Ensure the area around the mobile food vehicle is kept clear of any trip hazards.
14. When positioning your mobile food vehicle into the trading position, any spotters or persons assisting with the placement of the van that are located outside of the towing vehicle must wear a hi-visibility vest or similar. The City will provide 2 vests per permit to assist with this which must be returned to the Council no later than fourteen (14) days after the expiry of this permit.
15. Comply with any and all applicable laws. Without limiting the applicability of this condition, the permit holder's attention is drawn in particular to:
 - a. in respect of dealings with customers, the permit holder must comply with the Competition and Consumer Act 2010 (Cth), including compliance with The Australian Consumer Law in Schedule 2 of that Act; and
 - b. any directions made under the Emergency Management Act 2006 (Tas) or the Public Health Act 1997 (Tas). For the removal of doubt, this includes all COVID-19 physical distancing requirements and/or restrictions set by the Tasmanian Government from time to time that are applicable when trading.

TRADING TIMES, LOCATION AND DURATION

16. All trade must happen from the mobile food truck directly with the customer (i.e. face to face) at the location the vehicle is positioned. Any form of meal delivery service where food is taken from the mobile food van and delivered to the customer at a different location is prohibited.
17. Trade a minimum of 50 metres from an existing food and beverage business during that business' normal trading times, unless

written permission has been provided from the business owner.

18. Trade a minimum of 50 metres from the street entrance of any residential property when trading on the same side of the street as residential properties.
19. Do not trade within 50 metres of the boundary of a market, festival, fair or similar special event that includes food and beverage traders within the event footprint, unless special permission is given by the Chief Executive Officer of the City of Hobart.
20. Do not trade within any identified CoHFT Program No-Go Zones, unless participating in a permitted special event.
21. Park in lawful parking bays where applicable on a public street while trading.
22. Pay relevant on-street parking fees that apply to the mobile food vehicle and any other trade-related vehicles while trading.
23. Trade within the parking limitations relevant to the parking bays of the trading location, i.e. do not feed the meter to trade longer than the parking limitations.
24. Trade for a maximum of four (4) hours continuously in any one location on any day in a location that does not have parking meters or other sign-posted parking limitations.
25. Notwithstanding point 25, ensure that the van is not located in a public space for more than 6 hours.
26. Whilst trading as part of the CoHFT Program, the mobile food vehicle must display the identifying marker that is provided to the vendor by the City, which identifies them as being part of the program.

COMMUNITY ACCESS

27. Maintain community access to parking, taxi, loading and bus zones as well as footpaths, roads, driveways and wheelchair access ramps at all times.

28. For road-registered vehicles, ensure that all trade is wholly from within the mobile food vehicle and that food or beverage preparation, cooking or serving equipment or structures are not installed or erected outside the vehicle to display, prepare or serve food.
29. For non-motorised, non-road-registered vehicles, ensure that all food preparation, storage and service take place from the vehicle and that no other equipment or structure is installed or erected outside the vehicle.
30. For non-motorised, non-road-registered vehicles ensure that a minimum of 1.8 metres clearance is maintained between shop frontages and the trading vehicle at all times.
31. Not provide tables, trestles, marquees, tents, chairs, boxes, crates or similar items for patrons to use as tables or seats if the mobile food vehicle is trading directly on or onto a paved footpath or other pedestrian thoroughfare.
32. Ensure access to all street furniture such as public seats, bicycle parking, drinking fountains and rubbish bins is not compromised as a result of permitted trade.
33. Ensure that trees and/or street furniture such as public seats, bicycle parking, drinking fountains and rubbish bins are not modified as a result of permitted trade.
34. Ensure that all advertising or signage is fixed securely to the mobile food vehicle and does not protrude onto the road and/or footpath.
35. Ensure customers do not queue across footpaths, onto roadways, driveways or other pedestrian or trafficked accesses.
36. Acknowledge that the City reserves the right to change or limit the time, duration, frequency and location that mobile food vendor trading may take place. This may be influenced by such factors as inclement or potentially dangerous weather condi-

tions, the condition of roads, footpaths, public reserves and parks as well as upgrades, repairs and maintenance as may be required.

37. Acknowledge that the City reserves the right to limit the number of vendors trading in or to stop trade in any location at any one time if health and safety, vehicular or community access, heritage or environmental obligations require this.

NOISE

38. Where possible use power sources that generate low or no noise and/or air pollution.
39. Ensure that all noise associated with trade, including customer activity, is kept to a minimum.
40. Ensure that amplified music or public address system are not used.

WASTE

41. Ensure that all containers and utensils provided to customers are certified compostable in line with the City of Hobart Single-use Plastic By-Law No.1 of 2020.
42. Ensure that all waste created from the preparation and consumption of food is removed from the trading site and not disposed of in City rubbish bins.
43. Provide at least one rubbish bin for customers to use in close proximity to the mobile food vehicle (and if at all possible, two bins; including a second bin for any recyclables) and ensure that the site is kept clear of rubbish and litter at all times.
44. Ensure that wastewater and waste oil are contained according to Environmental Health Standards and removed and disposed of appropriately.
45. Ensure that no wastewater, oil or other liquid is deposited into the stormwater system.
46. Ensure that no hosing down of the mobile food vehicle or trading site takes place.

47. Where the City has to undertake extra cleaning and/or removal of litter as a direct result of a CoHFT Program permit holder's trade, the responsible permit holder will reimburse the City for all costs incurred for the cleaning and/or tidying of the area.

SALAMANCA PLAZA LATE NIGHT TRADING ZONE

48. To only trade within the zone known as the "Salamanca Plaza" as described in the CoHFT Program on those nights that the Permit Holder has been authorised to do so as shown in the roster maintained by the City.
49. The City will aim to roster a minimum four (4) week period at a time to a particular Permit Holder. This roster will be released one week before the first trading date of the new roster. Notwithstanding this clause 50, the Council retains the right to vary the operation of the roster from time to time in its sole and absolute discretion.
50. If a Permit Holder would like to join the Salamanca Plaza roster, if approved by the City, this will not occur until the beginning of a new rostered cycle – (i.e. it will not occur mid-cycle).
51. Not to transfer or assign their rostered time to another vendor. All changes to the roster must be approved by the delegated representative of the City.
52. Ensure that once their mobile food vendor vehicle is in place they remove their towing vehicle from the Plaza area.

MISCELLANEOUS

53. Indemnify the City, its employees and agents from and against all actions, claims, costs, charges and expenses and damages whatsoever which may be brought or made or claimed arising in respect of, by, through or in any way connected with this permit and the use of occupation permit area.

54. Display this permit within the mobile food vehicle at all times.
55. Apply for a new permit as required.
56. Inform the City of their intention to cease trading within the CoHFT Program not less than four (4) weeks prior to the intended final day of trade.
57. Follow all instructions issued by any Authorised Officer of the City of Hobart.
58. Assume responsibility for any and all liabilities that arise as a result of mobile food vendor trading within the CoHFT Program area.
59. Cover the costs of any damage caused to trees and/or public infrastructure such as public seats, bicycle parking, drinking fountains and rubbish bins that is a direct result of trading as part of the CoHFT Program.
60. Acknowledge that the City reserves the right to alter, add to or remove any of the conditions within this permit at any time with the understanding that as much notice as possible of such change will be given to permit holders.



The no-go zones

Trade is not permitted in the no-go zones as shown. Please refer to the terms and conditions on pages 12–15 for further details.



kunanyi/Mount Wellington (Page 7)

Brooker Avenue
(Page 7)

Extended waterfront no-go zone

Including the
Sullivans Cove
Planning Scheme 1997
(Page 6)

Southern Outlet (Page 7)

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