



City of Perth

---

# Food Truck Program Guidelines and Conditions

**OCTOBER 2021**







## Introduction

The City of Perth recognises the contribution mobile food vendors make to the vibrancy of a city and its communities, and this is reflected in our new Mobile Food Trading policy ([CP 4.4, May 2021](#)).

The City supports mobile food vendors that enhance the ambience of an area, while ensuring nearby businesses are not adversely impacted. The Food Truck Program aims to complement the City's existing food and beverage economy.

These guidelines and conditions have been developed as a framework within which the City of Perth and community, can enjoy the economic, social and cultural benefits of mobile food trading.



### Acknowledgement of Country

The City of Perth acknowledges the Whadjuk Nyoongar people as the Traditional Owners of the lands and waters where Perth city is situated today and pay our respect to Elders past and present.

## Objectives

Perth is the home of wonderful weather (we have more sunny days than any other Australian city), and the City of Perth is home to beautiful parks, reserves and event spaces. These spaces are being utilised more and more within the community and we recognise that there is an opportunity to enhance user experience whilst supporting local business. The Perth Food Truck program aims to:

**Activate public spaces** with unique and diverse culinary experiences.

**Invite different audiences into public spaces** by providing a rotating roster of food trucks to complement the offerings of existing bricks and mortar businesses.

**Facilitate and support great opportunities** throughout the year for community interaction and enjoyment

## Definitions

For the purposes of this program, the following definitions apply:

**Mobile Food Trader** – a business or individual, selling food from a vehicle that is self-contained and registered under the Food Act 2008 at an approved location.

**Food Stall** – a temporary installation that does not meet the construction requirements of the Australia New Zealand Food Standards Code.

**Itinerant Food Vendor** – a mobile food business that moves to different locations, without prearrangement or contract, touting for business. An example of this would be an ice-cream van that drives around playing music and stopping intermittently.

*Note: Food stalls and Itinerant Food Vendors operations are not covered in these guidelines.*

# The Perth Food Truck Program

## What does it entail?

Participation in the Perth Food Truck program requires applicants to hold the following:

### Public Trading Permit

As per the City of Perth Public Trading Local Law 2005, a person is required to have a permit to trade in a public place.

Additional certification required:

- **Temporary Food Vendor Permit**  
Under the Food Act 2008, a food business is required to notify any local government where it intends to trade.
- **Food Act Registration Certificate**  
Hold a current Food Act registration certificate with the local government in which you are located (garaging address).

## Sustainability

A sustainable city is one of the aspirations held by the City of Perth, and sustainable practices are becoming commonplace as public expectations increase for lower carbon emissions and less environmental impact. As such, the City requires applicants for the Food Truck Program to address their sustainability practices in the following areas:

- **Waste management and disposal**
- **Energy and power usage**
- **Water use and consumption**
- **Produce sourcing and packaging**

The City has a responsibility to consider the impact any activity may have on the environment, including existing bricks and mortar businesses. When selecting vendors for the program, the City will consider the applicants sustainability practices, as well as the degree to which they complement existing businesses.

## Who can get involved?

If you would like to operate a food truck/trailer as part of the Perth Food Truck Program you must:

1	Operate self-sufficiently from a food truck or trailer (stalls are not permitted)
2	Comply with the City's stall holder guidelines
3	Supply a completed 'Preferred Locations and Availability' form to <a href="mailto:Activity.Approvals@cityofperth.wa.gov.au">Activity.Approvals@cityofperth.wa.gov.au</a> , and be assigned your trading times.

## How to get involved?

### Public Trading Permit

An online application form is available at [Public Trading Applications – City of Perth](#).

Public Trading Permits are available for a three to twelve-month period.

Public Trading Permit fees are:

- \$99 application fee; and
- \$1,212 annual fee (pro-rata to apply if less than 1 year, minimum of 3 months)

### Temporary Food Vendor Permit

An online application form is available at [Public Trading Applications – City of Perth](#).

Temporary Food Vendor Permit fees are:

- \$46 application fee; and
- \$49 inspection fee (per inspection)

*\*the temporary food vendor permits fees include GST*





# Trading

## How it works

To ensure equal opportunity, the City will oversee a rotating trading schedule.

Participating Mobile Food Vendors are required to submit a 'Preferred Locations and Availability Form' to [Activity.Approvals@cityofperth.wa.gov.au](mailto:Activity.Approvals@cityofperth.wa.gov.au) by the first Wednesday of every month. Submissions will be assessed by a panel and measured against the following criteria:

- Quality of operation/service/presentation
- Variety of offering and pricing
- Offerings appropriate to the venue
- Sustainable practises/operations
- Commitment to timeslots and working with the City

A confirmed schedule will be distributed prior to the start of the month. Any forms submitted after the due date will not be considered, and a new form will need to be submitted for the following month.

## Trading Times

Trading times can be found in the [Location Guide](#). Requests for alternative times can be made in writing to [Activity.Approvals@cityofperth.wa.gov.au](mailto:Activity.Approvals@cityofperth.wa.gov.au)

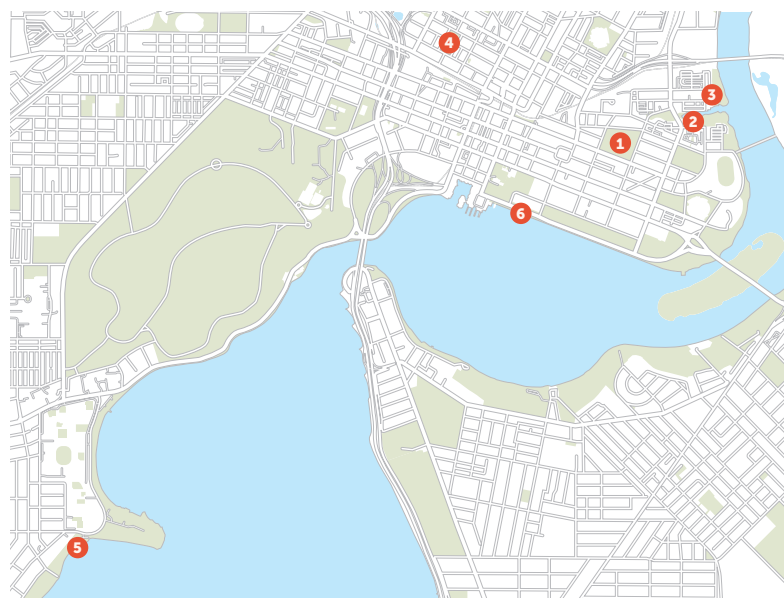
Alternative trading hours are only permitted with written consent, in the form of an updated permit, from an Activity Approvals Officer.

*Trading is subject to any conditions stipulated within the permit*

## Trading Locations

Mobile food traders who wish to take part in the program can select their trading location(s) from 6 pre-approved sites:

<b>1</b>	<b>Wellington Square</b>	<b>4</b>	<b>Russell Square</b>
<b>2</b>	<b>Victoria Gardens</b>	<b>5</b>	<b>JH Abrahams</b>
<b>3</b>	<b>Mardalup Park</b>	<b>6</b>	<b>Riverside Drive Foreshore</b> (opposite CPP Terrace Road carpark)



Alternative locations will be considered on a case-by-case basis, pending a written enquiry from interested food vendors. Any enquiries for alternative locations will need to address the criteria listed in the general requirements.

On occasion, the City may request for interested mobile food vendors, to operate at other locations for a specific period. An expression of interest will be emailed to all Food Truck Program participants.

## Event Trading

Permission to trade at an event can only be granted by the event organiser. An Activity Approvals Officer will let you know if a pre-approved trading site is not available due to an event.

## City of Perth vs Private Land

The City can only approve trading on City of Perth managed land. To trade on private property, permission from the land owner must be sought.



# General Requirements

All permits will be subject to the permit holder complying with all requirements of the City's Mobile Food Trading Guideline (this guideline) and the City of Perth Public Trading Local Law 2005.

## Administrative

1. All mobile food traders must keep both a valid and current City of Perth Public Trading and Food Vending Permit with them.
2. Produce a hard or soft copy of the permits to a City Officer when requested.
3. Mobile food traders must maintain a current Food Act 2008 Registration while trading within the City of Perth
4. The City reserves the right to review and amend these guidelines in accordance with public and participant feedback.
5. The City reserves the right to revoke any permit where the vendor fails to comply with these guidelines.
6. The City will monitor and issue permits in a fair and equitable manner, based on demand and feedback from vendors and stakeholders.

## Location restrictions

1. Mobile food trading sites will not be permitted within 100m of an open 'bricks and mortar' food business
2. Mobile food trading on privately owned land requires written approval from both the owner of the land, and the City of Perth.
3. The Perth Food truck program was developed with the objective of activating public spaces within the city. The use of delivery partners does not serve this objective and is not permitted.
4. Where possible, vendors must always trade on hard stand or concrete surface. Where this is not possible vendors are asked to spread the load and move slightly to each side each time they attend the site.

## Amenity and Appearance

1. Mobile food traders must not obstruct, cover, remove, relocate or attach, to trees, public art, benches, bins, bus shelters or City owned infrastructure
2. The presentation and appearance of mobile food vehicles must contribute to the character and energy of the area
3. Advertising signage is limited to 1 standard free standing "A" frame sign. No ground stakes are to be used secure the sign.

## Maintenance and Cleaning

1. The mobile food vehicle and its fixtures must be kept in a clean, safe and well-maintained condition
2. Mobile food traders must ensure that the vehicle and food handling activities comply with the requirements of the Food Act 2008 and Australia New Zealand Food Standards Code
3. Mobile food trader vehicles must be equipped with their own source of power and water, and an appropriately sized waste water storage tank
4. Waste resulting from the vendor operations (oil, cardboard etc) must be removed by vendor. Use of City bins will incur fee.
5. Empty crates and containers are not to be placed on reserve.

## Safety

1. Mobile food traders need to consider and preserve public safety and accessibility for all people
2. The amenity of an area must not be compromised by noise, tripping hazards or advertising
3. Mobile trader setup must be integrated into the site in a way that does not compromise the flow of pedestrian movement or access to amenities
4. Any fixtures relating to the mobile food trading (for example; umbrellas, signs, waste bins etc.) should be sturdy and windproof, made of quality materials and be well designed and constructed to be safe to use, without sharp edges or other features likely to cause injury, use of stakes to anchor fixtures must not exceed 300mm in length
5. Fixtures must not be placed where they present a barrier and subsequent danger to pedestrians crossing the street or kerbside usage by motorists
6. Vehicle movement on parks and reserves must be kept under 8kmph and use hazard lights.

## Management

1. Following trade, the mobile food vehicle and all related fixtures must be removed from the site
2. The installation of permanent fixtures or alteration of public infrastructure is prohibited
3. All items belonging to the Permit Holder are the Permit Holder's responsibility
4. Only scheduled mobile food traders who are trading or in the process of packing up/down, are permitted at the site.
5. All food products shall be kept secured at all times should the food unit be unattended (for example, for bathroom breaks)
6. When a City approved event is being held at a location, mobile food traders are not permitted at the location unless as an approved food vendor at the event.
7. Vehicle movement must remain on trafficable pathways where possible. Vehicles not permitted within the drip-line of tree canopies.

# Location Guide

## Wellington Square

The newly upgraded Wellington Square is a hub for residents, visitors and families. Featuring a multi-generational playground, barbecues and a basketball court, this reserve is especially popular during long weekends and school holidays!

### Features

 Playground

 Toilets nearby

 Picnic tables

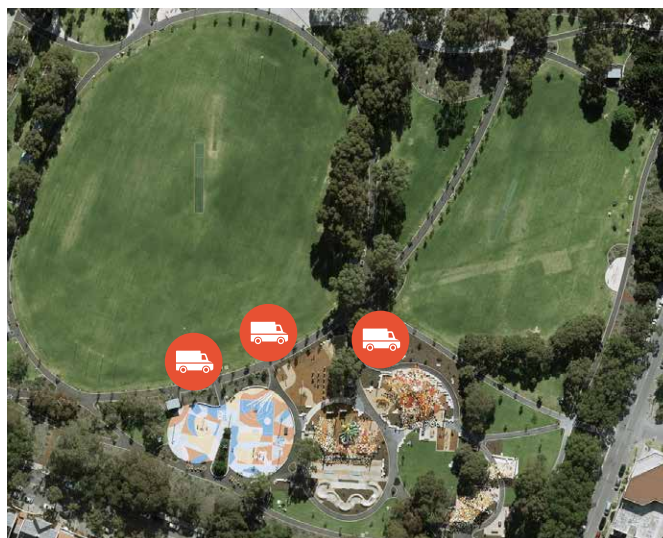
 Undercover areas

 BBQ facilities

### Permitted trading times

Sat and Sun, 8am – 5pm

School holiday trading  
(additional)  
Mon - Fri, 8am – 5pm



*Limited to 3 vendors*

## Victoria Gardens (Entry from Nile Street)

Victoria Gardens is one of Perth's first gardens, planted in early 1800s. Elevated riverside position with views of Optus Stadium make Victoria Gardens a popular event location.

### Features

 Toilets onsite

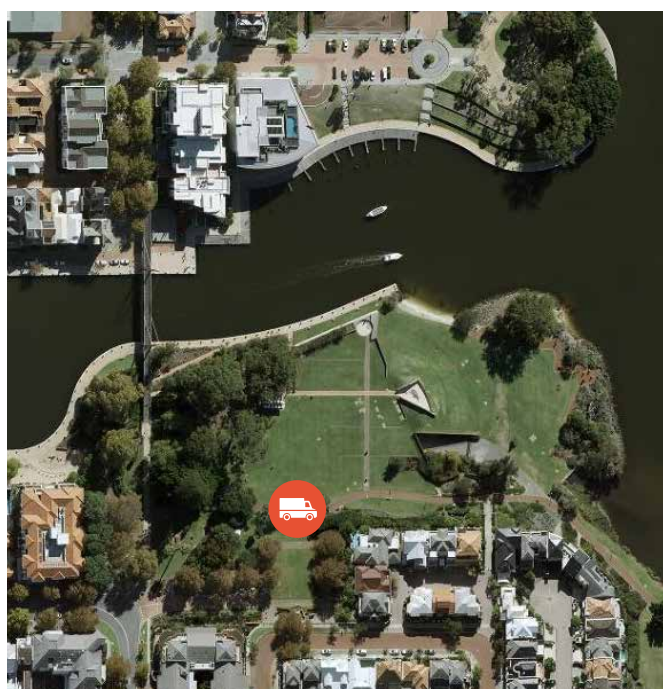
 Picnic tables

 Undercover areas

 BBQ facilities

### Permitted trading times

Sat and Sun, 8am – 4pm



*Limited to 1 vendor / Key required (bollard access)*




## Mardalup Park

Situated on the Swan river, Mardalup Park is a picturesque destination. A playground and basketball court make it popular amongst families, and the proximity to riverside footpaths and Matagarup Bridge mean a steady flow of passing foot traffic.

### Features

 Toilets nearby

 Picnic benches

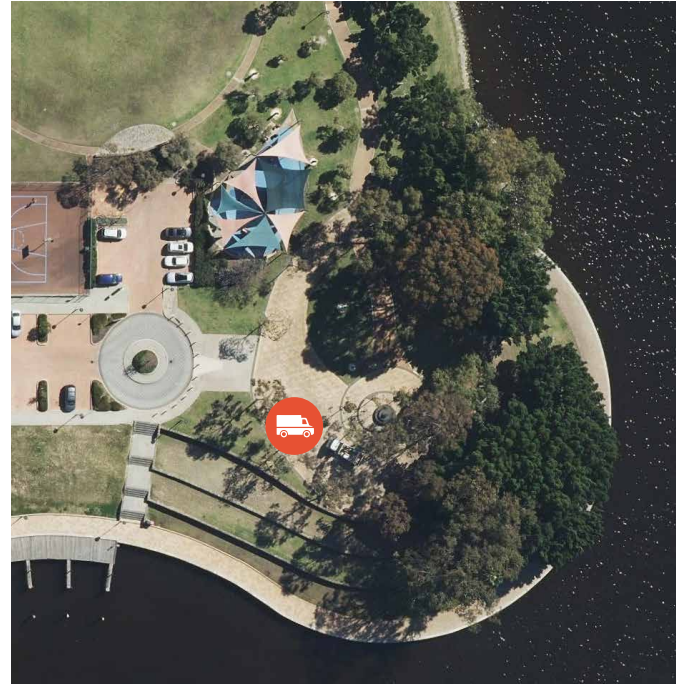
 Basketball court

 BBQ facilities

 Playground

### Permitted trading times

Sat and Sun, 8am – 4pm



*Limited to 1 vendor / Key required (bollard access)*


## Russell Square

Widely known for its transformation into the Fringe World Pleasure Garden during the summer months, Russell Square is perfectly located in the centre of the entertainment precinct that is Northbridge. A beautiful green space that offers a unique opportunity for night-trading.

### Features

 Undercover areas

 Toilets nearby

 Park benches

### Permitted trading times

Fri and Sat, 6pm – 12am




*Limited to 2 vendors / Key required (bollard access)*


## JH Abrahams

A popular picnicking and recreation location right on the shores of the Swan river, JH Abrahams Reserve has extensive grassed and shade areas with play equipment and BBQ facilities. Expect to see families, birthday parties, sports events and a steady flow of foot traffic on riverside footpaths.


### Features

-  Playground


---

-  Toilets nearby


---

-  Picnic benches

---

-  Basketball court

---

-  BBQ facilities

### Permitted trading times

Sat and Sun, 9am – 4pm

School holiday trading  
(additional)  
Mon - Fri, 9am – 4pm




*Limited to 2 vendors*


## Riverside Drive Foreshore

Pristine views and a popular footpath for morning walks and activity. Steady flow of foot traffic into and out of the city. Most suitable for a coffee/juice van.


### Features

-  Toilets nearby

---

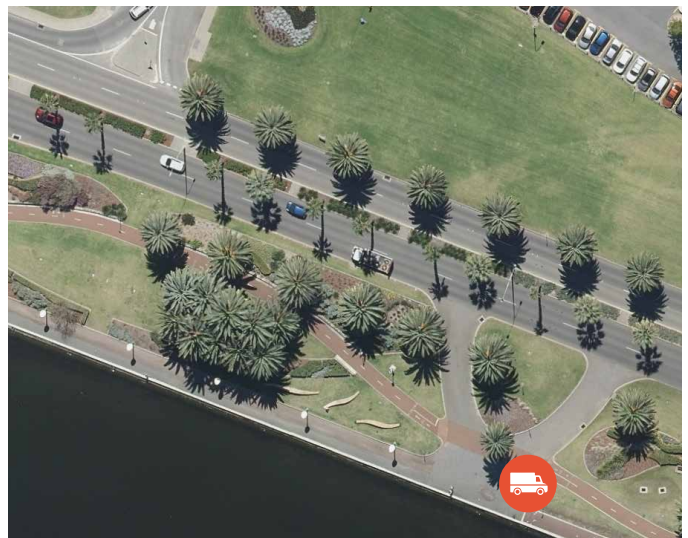
-  Picnic benches

---

-  Supreme Court  
Gardens

### Permitted trading times

Sat and Sun, 8am – 2pm



*Limited to 1 vendor (coffee preferred)*

## Contact Us

(08) 9461 3333  
27 St Georges Terrace, Perth WA 6000  
GPO Box C120, Perth WA 6839

This document is available in other  
formats or languages on request.



[perth.wa.gov.au](http://perth.wa.gov.au)