

# Footpath Trading Permit

## Fact Sheet



### Footpath Trading Permits – What’s Changing?

Footpath Occupation permits are now called *Footpath Trading permits*, and the way fees are calculated has changed.

Previously, all businesses paid a standard fee of \$140. Under the new system, fees will be based on the size of the footpath space you use, making it fairer for everyone. The new rate is \$75 per square metre.

This means:

- Businesses using a small area will pay less.
- Businesses using a larger area will pay more.

The change follows benchmarking with other councils and reflects that every business uses footpath space differently.

*Not-for-profit businesses are now exempt from paying Footpath Trading permit fees.*

### How to apply for the new Footpath Trading permit?

- Fill out the form at [www.southgippsland.vic.gov.au/community-safety](http://www.southgippsland.vic.gov.au/community-safety)
- Measure up the space you use (per square metre).
- Send the completed form along with your Certificate of Currency to Council via one of the methods on page two.

## When will these changes come into play?

The permit cycle will now run per calendar year – this will align better with food premise renewals. Rather than running renewals in August, Council automatically extended the footpath occupation permit expiry date to 31 December 2025. In future, Footpath Trading permit renewals will be issued at the beginning of December.

## How will it be measured?

The area used will be measured as a metre squared, or one metre by one metre. The total area will be calculated as: *area metre squared* x \$75. Part metres will be rounded to the nearest whole.

## Can I mix uses in my space?

Yes, you can use the space for any approved items under the Footpath Trading Code.

## What happens now?

All businesses wanting to occupy footpath space will need to apply for a Footpath Trading permit using the new application form. Completed forms need to be returned to Council with a current public liability certificate of insurance. Businesses will then be set up, allocated a new permit number and issued with an invoice for the square meterage being applied for.

- Existing permit holders will have the new application fee waived and will only be charged the permit fee for the square meterage being applied for.
- New business applications will be charged an application fee (to cover administrative costs and inspections) and will also be charged the permit fee for the square meterage being applied for.
- Existing Not-for-Profit permit holders will have all fees waived.
- New Not-for-Profit business applications will only be charged an application fee (to cover administrative costs and inspections).

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