

Holding a Public Place Activity Market

F591
Aug 2019

*Subordinate Local Law 1.14 (Undertaking Regulated Activities
on Local Government Controlled Areas and Roads) 2011*

Collection Notice: Council requires the personal information requested on this form for the purpose of assessing your application and administering licenses and approvals in the region. The information will not be disclosed to any other party unless required by law.

Applicant details

Registered non-profit organisation name:
Incorporated Association number:

OFFICE USE ONLY

Applicant contact details

Organisation Private

Contact person:	Position:	
Postal address:		
Locality/ Suburb:	State:	Postcode:
Phone:	Mobile:	
Fax:	Email:	

Public Place Activity details

Nature of activity (e.g. community market, etc.):			
Proposed frequency of market activity (e.g. every second Saturday of each month):			
Start time of activity:	am/pm	Finish time of activity:	am/pm
Is a power supply required?	Y / N		
Advertising signs details (e.g. size, location and method of installation):			
On site waste disposal methods and facilities details:			

Public Liability Insurance

Please attach a copy of your organisation's Broadform Public Liability Insurance Certificate of Currency. The sum insured is to be a minimum of \$20 million and must note the interests of Somerset Regional Council. Note: Applications submitted without their Broadform Public Liability Insurance Certificate of Currency will not be processed until it has been received.

Amendments (if applicable)

Provide details of proposed amendments and plans (if required)

Declarations

I/ We declare that I/ we have authority to sign on behalf of the company or registered organisation, or as an individual and that the information provided in this application to be true and correct.

I/ We hereby agree to indemnify Somerset Regional Council against all claims made in relation to actions in using the footpath and agree to sign the necessary forms upon receipt, and I/ we have a policy of public liability for which details are provided.

Signature of applicant: _____ Date: / /

Attachments for applications

Item	Yes	No	N/A
1. Broadform Public Liability insurance certificate of currency with a minimum cover of \$20 million and notes the interests of Somerset Regional Council.			
2. One copy of the plan of the property or venue used for the public place activity which details; <ul style="list-style-type: none"> • number and location of market stalls. • number and locations of waste disposal facilities. • allocated parking areas. • size and locations of proposed signage and how they will be secured whilst displayed. • distance to amenities (toilets, shelters, etc.). • distance to surrounding landscape features (roadways, parks, property boundaries). • the water supply system for the place. • locations and nature of each area for the preparation or sale of food. 			
3. Details of how you will address the additional assessment criteria listed in the subordinate local law (attached).			

Assessment Criteria

Standard	Details of compliance
The undertaking of the prescribed activity must not generate significant noise, dust or light pollution or other significantly adverse effects on the surrounding area.	
There must be enough toilets and sanitary conveniences, complying with standards and requirements imposed by the local government, for the use of the public (please contact Council for further details).	
Adequate provision must exist for the disposal of waste generated by the use of the place for the public place activity.	
Adequate provision must exist for people and (if relevant) vehicles to enter and leave the site of the prescribed activity.	