

Ordinary Council Meeting – 10 February 2025 – 9.3 - Notice of Motion – Stall Holders and Vendors for Shire-run Events

9.3 - Notice of Motion - Stall Holders and Vendors for Shire-run events (SJ4562)

Elected Member	Councillor Duggin
Disclosure of Officers Interest:	No Officer involved in the preparation of this report has an interest to declare in accordance with the provisions of the <i>Local Government Act 1995</i> .

Notice of Motion

A Notice of Motion was received from Councillor Duggin via email on 3 February 2025.

The Notice of Motion is *“That Council REQUEST the Chief Executive Officer to give due consideration to local businesses when selecting stall holders and vendors for Shire-run events”*.

Relevant Previous Decisions of Council

Nil.

Officer Comment

In the planning of Shire-run events, consideration is given to the type of event being delivered and desired food vendors, stallholders or suppliers required to create the best attendee experience possible.

The Shire has an open Expression of Interest form on its website for food vendors, stallholders or suppliers to be involved in Shire-run events.

Submitting an Expression of Interest does not guarantee a business will be selected to trade at any particular event.

The Shire’s Vendor Information Pack 2024/25 is provided at **attachment 1**, which outlines the Expression of Interest process. An extract of the Vendor Information Pack is provided below:

CONSIDERATIONS

The selection of vendors for each event is at the Shire’s discretion and may reflect the target audience and themes for individual events.

Priority will be given to vendors based in the SJ municipality or surrounding municipalities, and based on the following criteria:

- *Menu items (Food Vendors only)*
- *Local, fresh, and seasonal produce, and high-quality menu items*
- *Diverse menu catering for various dietary requirements and price points.*
- *Diverse menu representing a range of culinary cultures.*
- *Availability of healthy food and drink options*

Contact Us

Enquiries

Call: (08) 9526 1111
Fax: (08) 9525 5441
Email: info@sjshire.wa.gov.au

In Person

Shire of Serpentine Jarrahdale
6 Paterson Street, Mundijong WA 6123
Open Monday to Friday 8.30am-5pm (closed public holidays)



www.sjshire.wa.gov.au



Continued

Ordinary Council Meeting – 10 February 2025 – 9.3 - Notice of Motion – Stall Holders and Vendors for Shire-run Events

Officers support the intent of the Notice of Motion and will continue to give due consideration to local businesses when selecting stall holders and vendors for Shire-run events, in line with current processes.

Attachments (available under separate cover)

- **Attachement 1 - Vendor Information Pack 2024/25 (E25/1359)**

Voting Requirements: Simple Majority

Elected Member Recommendation

That Council REQUEST the Chief Executive Officer to give due consideration to local businesses when selecting stall holders and vendors for Shire-run events.