

DOC/26/30711

Thursday 13 August 2026

Dear Local Trader

Re: Extension of Outdoor Dining and Trading Permits during policy review

Hepburn Shire Council (Council) is currently undertaking a comprehensive review and public consultation process for our Outdoor Dining and Trading Policy (Policy 19 C).

To provide operational certainty for your business and ensure a smooth transition, Council is extending the expiry date of all Outdoor Dining and Trading Permits to align with the review process.

Your existing permit will remain valid and active until the policy review process is finalised and the updated policy is formally adopted by Council.

What you need to know

Automatic extension

You do not need to submit a new application or renewal form at this time. Your current permit will continue to apply automatically during this interim period.

What if I have already applied for renewal and paid a fee?

If you have applied for a renewal and already paid a fee you will not need to pay a further fee on completion of the policy review, however, you may be required to provide further information to align with the new policy once adopted by Council.

What if my permit has expired and I have not contacted Council?

If your permit has expired and you intend to continue outdoor dining and/or trading, please contact Council and let us know. On receipt of this your existing permit will automatically be extended until the policy review process is finalised and the updated policy is formally adopted by Council.

Ongoing compliance required

During this extension period, all outdoor dining and trading activities must continue to comply with existing permit conditions, Council's current Outdoor Dining and Trading Policy and General Local Law No. 2.

Have your say in the policy review

As a local business owner your feedback is important to shaping an updated framework that balances public safety, accessibility, and vibrant street trading.

We invite you to share your feedback by completing the [online survey](#) or attending one of our drop-in sessions with details available on the Participate Hepburn website at participate.hepburn.vic.gov.au/odtp

Once the revised policy is formally adopted, Council will provide you with clear instructions and sufficient notice regarding the updated permit application and renewal process.

If you have any questions, please contact Council's Community Safety team on (03) 5348 2306 or by email at shire@hepburn.vic.gov.au

Thank you for your ongoing contribution to the vitality of Hepburn Shire.

Yours sincerely

Jake Repacholi

Manager Community Safety and Health