CITY OF SYDNEY

19 October 2026

At the conclusion of the Equity and Housing Committee

Innovation, Business and Economy Committee

Agenda

1. **Confirmation of Minutes**
2. **Statement of Ethical Obligations and Disclosures of Interest**
3. **Post Exhibition - Markets Policy**

Disclaimer, Terms and Guidelines for Speakers at Council Committees

As part of the democratic process, the City invites members of the community to speak directly to Councillors during Committee meetings about items on the agenda.

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To enable the Committee to hear a wide range of views and concerns within the limited time available, we encourage people interested in speaking at Committee to:

1. Register to speak by calling Secretariat on 9265 9702 or emailing secretariat@cityofsydney.nsw.gov.au before 10:00am on the day of the meeting.

2. Check the recommendation in the Committee report before speaking, as it may address your concerns so that you just need to indicate your support for the recommendation.

3. Note that there is a 3 minute time limit for each speaker (with a warning bell at 2 minutes) and prepare your presentation to cover your major points within that time.

4. Avoid repeating what previous speakers have said and focus on issues and information that the Committee may not already know.

5. If there is a large number of people interested in the same item as you, try to nominate 3 representatives to speak on your behalf and to indicate how many people they are representing.

Committee meetings can continue until very late, particularly when there is a long agenda and a large number of speakers. This impacts on speakers who have to wait until very late, as well as City staff and Councillors who are required to remain focused and alert until very late. At the start of each Committee meeting ,the Committee Chair may reorder agenda items so that those items with speakers can be dealt with first.

Committee reports are available at https://meetings.cityofsydney.nsw.gov.au/

Item 1.
Confirmation of Minutes

Minutes of the following meetings of the Innovation, Business and Economy Committee are submitted for confirmation:

Meeting of 17 August 2026

Item 2.
Statement of Ethical Obligations

In accordance with section 233A of the Local Government Act 1993, the Lord Mayor and Councillors are bound by the Oath or Affirmation of Office made at the start of the Council term to undertake their civic duties in the best interests of the people of the City of Sydney and the City of Sydney Council and to faithfully and impartially carry out the functions, powers, authorities and discretions vested in them under the Local Government Act 1993 or any other Act, to the best of their ability and judgement.

Disclosures of Interest

Pursuant to the provisions of the Local Government Act 1993, the City of Sydney Code of Meeting Practice and the City of Sydney Code of Conduct, Councillors are required to disclose and manage both pecuniary and non-pecuniary interests in any matter on the agenda for this meeting.

In both cases, the nature of the interest must be disclosed.

This includes receipt of reportable political donations over the previous four years.

Item 3.

Post Exhibition - Markets Policy

File No: X126829

Summary

The City of Sydney (the City) allows third parties to operate markets on City owned and managed land throughout the local government area. Governing the City's approach to third-party markets is the Markets policy (the Policy) which provides a framework for the City to assess and approve markets on land owned or managed by the City.

Following a staff review of the Policy and prior to public exhibition, the Policy and supporting Guide to setting up a market on Council land (Guide) underwent structural updates to improve clarity and useability. The Policy was streamlined to focus on core requirements, with operational content relocated to the Guide and supporting online resources. The Guide was also restructured into a clearer step-by-step format to support consistent application and make the process easier for stakeholders to follow.

Council endorsed the public exhibition of the draft Policy and supporting Guide on 24 August 2026. The draft Policy and Guide were publicly exhibited between 2 September 2026 and 30 September 2026.

One submission was received via the online survey during the public exhibition period, confirming support for the changes. The feedback stated that 'simplifying the current process could make it easier for more market operators to participate and encourage a wider range of markets'.

It is recommended that Council adopt the revised Markets Policy (Attachment A) and the revised Guide to setting up a market on Council land (Attachment B), with no further changes following the public exhibition period other than minor editorial edits.

Recommendation

It is resolved that:

(A) Council note the submission received from the community on the draft Markets Policy and Guide, as detailed in the subject report

(B) Council adopt the revised Markets Policy, as shown at Attachment A to the subject report

(C) Council note the revised Guide to setting up a market on Council land, as shown at Attachment B to the subject report

(D) authority be delegated to the Chief Executive Officer to make minor amendments to the Markets Policy and Guideline to correct any drafting errors and finalise design, artwork and accessible formats for publication.

Attachments

Attachment A. Revised Markets policy

Attachment B. Revised Guide to setting up a market on Council land

Background

1. The City allows third party market operators in the local area, recognising their contribution to community life and local economies. Long-term success and the establishment of permanent market locations depend on several key factors, including strong operator capability, a well-curated stall mix, suitable site conditions and sustained community demand.

2. The Markets policy (the Policy) outlines how the City can provide space for market operators within the public domain. It enables operators to establish markets, and provides support where possible, including facilitating access to suitable sites, guidance through approval processes, coordination across relevant City teams and advice on compliance with operational, safety and regulatory requirements.

3. As set out in the Policy and Guide, the City will:

   (a) apply a consistent assessment framework to approving site applications and market proposals

   (b) require market operators to demonstrate capacity to meet community needs, contribute to social cohesion, strengthen the local economy, and complement the offerings of local businesses

   (c) consult the community about new market proposals by providing consultation opportunities.

4. As set out in the Policy and Guide, market operators are required to:

   (a) minimise any undue impact of the market on the environment, residents and nearby businesses and stakeholders

   (b) ensure market sites are well-maintained and accessible for all members of the community

   (c) prioritise community health and safety by rectifying hazards and problems where required.

5. The City seeks diversity of quality markets across the local area. Preference will be given to a market proposal that demonstrates innovation and diversity.

Public Exhibition - Markets Policy

6. Council endorsed the public exhibition of the draft Policy and supporting Guide on 24 August 2026. Prior to exhibition, a review included structural revisions to both the Policy and supporting Guide to improve clarity and usability. The Policy was streamlined to focus on core principles and requirements, with operational content relocated to the supporting Guide and web resources. Further information and detail can be found in the August 2026 Committee report.

7. The draft Policy and Guide were publicly exhibited between 2 September 2026 and 30 September 2026. All known current market operators were informed of the exhibition period.

8. During the public exhibition period, the webpage was visited 168 times, and the consultation documents were downloaded 26 times. The public exhibition of the draft Policy and supporting Guide was included in the September 2026 Sydney Your Say enews sent to 3,598 subscribers.

9. One submission was received via online survey during the public exhibition period, confirming support for the changes. The feedback stated that 'simplifying the current process could make it easier for more market operators to participate and encourage a wider range of markets'.

10. It is recommended that Council adopt the revised Markets Policy (Attachment A) and the revised Guide to setting up a market on Council land (Attachment B), with no further changes following the public exhibition period other than minor editorial edits.

Key implications

Strategic alignment - Sustainable Sydney 2030-2050 Continuing the Vision

11. Sustainable Sydney 2030-2050 Continuing the Vision renews the communities' vision for the sustainable development of the city to 2050. It includes 10 strategic directions to guide the future of the city, as well as 10 targets against which to measure progress. This policy is aligned with the following strategic directions and objectives:

    (a) Direction 3 - Public places for all - markets make a notable contribution to a vibrant city centre. Markets help contribute to the human experience of visiting the city centre to shop, socialise and be entertained. By enabling markets across our local area, we increase our communities' opportunities to connect in our public spaces.

    (b) Direction 6 - An equitable and inclusive city - markets foster an equitable and inclusive city by lowering barriers for small entrepreneurs, celebrating diverse cultures, and creating accessible public spaces where people from all backgrounds can participate and belong.

    (c) Direction 8 - A thriving cultural life - markets act as vibrant social hubs where local makers, performers, and storytellers connect with the community, fuelling creativity, cultural exchange, and a lively shared sense of place.

Organisational impact

12. There are no organisational impacts related to the updating of the Markets policy.

Risks

13. The endorsement and adoption of these updated documents is within the City's risk appetite which states: We are committed to conducting our activities in full compliance with applicable laws, regulations and relevant industry standards.

14. Market operations may not achieve commercial success, as the financial performance and viability of a market are the responsibility of the market operator.

Social / Cultural / Community

15. The community benefits from a market in their local area as it provides the opportunity to purchase fresh produce, goods and services including food and beverage items, handicrafts, and other items.

16. Markets promote social cohesion by providing an opportunity for the local community to meet and come together regularly.

Environmental

17. The City requires operators to undertake a site assessment and detail how they will minimise impact on the location, including having wet weather contingencies.

18. The City requires operators to develop and provide detailed plans for how they will manage load in and load out, vehicle movements, infrastructure placement, waste management and safety, to reduce impact on the location.

Economic

19. Markets are an important part of the City's business ecosystem, providing employment for stallholders that include food and beverage operators, local creatives, florists, and other retailers, and additionally, markets employ a range of ancillary businesses to facilitate their activities.

20. Local businesses benefit from the presence of markets, as they activate space, and create a destination which attracts the local community and visitors from other areas to the village.

Financial implications

21. It is not anticipated that the adoption of the revised Policy will have any financial implications on the City or market operators.

Relevant legislation

22. Due to the varied nature of markets, their activities and how they take place in the public space, markets are governed by a range of legislation including:

    (a) Local Government Act 1993

    (b) Crown Land Management Act 2016

    (c) Roads Act 1993

    (d) Environmental Planning and Assessment Act 1979

    (e) Disability Discrimination Act 1992

    (f) Food Act 2003

    (g) Protection of Environmental Operations Act 1997

(h) Sydney Local Environment Plan 2012

(i) Work Health and Safety Act 2011.

Critical dates / Time frames

23. The Policy was last approved by Council in September 2022 following a public exhibition period and is due for approval and adoption in October 2026.

Public consultation

24. The draft Policy was publicly exhibition for 28 days between 2 September and 30 September 2026.

25. All current and past market operators were notified when the Policy and Guide were published for exhibition.

EMMA RIGNEY

Executive Director City Life

Simon Marshall, Head of Public Domain Activation and Screen Coordination

Attachment A

Revised markets policy

Markets Policy

Purpose

The purpose of this policy is to establish the City of Sydney's approach to approving ongoing markets and the level of commitment it requires from Market Operators to achieve quality market operations. It aims to encourage well managed markets that help to support and contribute to local communities, complementing the local businesses.

Scope

The Markets Policy applies to ongoing markets on City of Sydney land in the City local area, that are permitted under a Market Approval. It does not apply to one-off markets or events. One-off markets or events must go through the outdoor event application and approval process.

This policy does not apply to markets not held on City of Sydney land, including private property, or land owned or managed by other NSW Government agencies or statutory authorities.

Definitions

Term	Meaning
City of Sydney land	Land owned or under the care, control, and management of the City of Sydney. Land owned by the City of Sydney includes land classified as operational or community, including public reserves. Land under the City of Sydney's care and control and management includes Crown land, roadways (including footpaths) and third-party owned land where the City of Sydney has been granted tenure.
Market Approval	Formal approval granted by the City of Sydney for a market to begin operating. A market approval may be in the form of a Licence Agreement on community land or a Consent for use of road.
Market Operator	The individual or group who intend to operate the market and will enter into an agreement with the City of Sydney for the use of the land.
Market Proposal	A detailed document describing the layout, management and preliminary operational plans for a market.
Ongoing Market	A market of regularly scheduled market activities in line with the terms of an approved market Licence or Consent.

Policy Statement

The City of Sydney supports quality markets in the local area, recognising their contribution to community life and local economies. Long-term success and the establishment of permanent market locations depend on several key factors, including strong operator capability, a well-curated stall mix, suitable site conditions and sustained community demand.

The City of Sydney can provide space for market operators within the public domain and provide support including facilitating access to suitable sites, guidance through approval processes, coordination across relevant City teams and advice on compliance with operational, safety and regulatory requirements.

Ethics Framework

Through the Markets Policy the City of Sydney does not support or approve any activities or entities that conflict with its published Ethics Framework.

Approval of Markets

The application, assessment and approval steps for a market are detailed within the Guide to Setting up a Market on City of Sydney Land and on our website.

Market Location

The suitability of a proposed market location will be considered based on a range of relevant factors, including potential local impacts, the nature and classification of the land, the proposed frequency and intensity of use and the feasibility of the site having regard to available services and infrastructure. The City will determine permissibility for any proposed market location.

Market Approvals

A Market Operator will be required to obtain a Market Approval before a market can start. The Market Approval will contain conditions about the use of the land and the operation of the market.

Community Consultation

The City of Sydney will consult the community about proposed use of City of Sydney land for markets. Consultation provides opportunity for community needs and concerns to be addressed when a Market Proposal is assessed.

Markets Management

The Market Operator is responsible for ensuring a market operates in accordance with all relevant laws, regulations, policies and conditions set out in the Market Approval. This includes obtaining and maintaining any licences, permits, approvals or consents required for the market, and ensuring stallholders, contractors and others involved also meet any applicable requirements.

Fees and Charges

Applicable fees and charges for ongoing markets are applied in accordance with the City of Sydney's Fees and Charges Schedule.

Equal Opportunity Land Use

The City of Sydney will determine the appropriate length of any agreement or consent on a case-by-case basis, as limited by legislation.

To ensure markets retain community use and participation, a Market Operator is required to dedicate a stall space for use by community groups, social enterprises, not-for- profit organisations, the City of Sydney or new start-up businesses.

Responsibilities

The responsibility for the implementation of this policy resides with the City of Sydney Venue Management Business Unit.

Consultation

Internal consultation has been undertaken with relevant internal stakeholders including Procurement, Legal and Finance as well as Executive and the Projects in Focus working group.

External consultation has been held with Market Operators.

References

Laws and Standards

- Local Government Act 1993
- Crown Land Management Act 2016
- Roads Act 1993
- Environmental Planning and Assessment Act 1979
- Disability Discrimination Act 1992
- Food Act 2003
- Protection of Environmental Operations Act 1997
- Sydney Local Environment Plan 2012

Policies and Procedures

- City of Sydney Guide to Setting Up a Market on City of Sydney Land
- Community Strategic Plan
- City of Sydney Plans of Management for Parks and Reserves
- City of Sydney Sustainable Events Guidelines
- City of Sydney Event Guidelines
- City of Sydney Aboriginal and Torres Strait Islander Cultural Practice Policy
- City of Sydney Performance Bonds Policy
- City of Sydney Procurement and Contract Management Policy
- City of Sydney Inclusive and Accessible Public Domain Policy and Guidelines

Review period

This policy will be reviewed every 4 years.

Approval Status

Council approved this policy on XX [MONTH] 20XX.

Approval History

Stage	Date	Comment	TRIM Reference
Original Policy	29 June 2015	Approved by Council	2015/326743
Reviewed	24 June 2019	Approved by Council	2015/326743
Reviewed	19 Sept 2022	Approved by Council	2015/326730
Commence Review Date	19 Dec 2025		
Approval Due Date	19 Sept 2026		

Ownership and approval

Responsibility	Role
Author	Head of Public Domain Activation and Screen Coordination
Owner	Manager, Venue Management
Endorser	City of Sydney Executive
Approver	City of Sydney Council

Attachment B

Revised Guide to setting up a market on Council land

CITY OF SYDNEY

Guide to setting up a market on City of Sydney land



Guidelines
October 2026

The City of Sydney acknowledges the Gadigal of the Eora Nation as the Traditional Custodians of our local area.

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About this guide

This guide assists market operators who want to set up ongoing markets on City of Sydney land. It covers how to identify a site, how to apply and the approval processes involved.

One-off or temporary events

One-off and temporary markets approved through temporary event approvals are not covered in this guide or under our markets policy.

For one-off or temporary markets, refer to the City of Sydney event guidelines available on the City of Sydney website or from a customer or neighbourhood service centre.

Markets policy

Our markets policy sets out the guiding principles for ongoing markets.

Setting up a market

Follow the 7 steps to apply for and set up a market on City of Sydney land.

Step 1 – Identify a market type

Determine which type of market will best serve the local community, considering what goods and services are already available.

Your offering must align with community needs and not unreasonably compete with existing local businesses.

Market type examples:

- **Fresh food/farmers market** – mainly fresh produce sold directly by farmers and producers.
- **Goods market** – crafts, new or used goods and services sold directly by makers and providers.
- **Specialty market** – focused on a single category, such as antiques, cameras or flowers.

Step 2 – Identify a market site

The suitability of a site depends on community impact, land classification and type, proposed frequency of use, and available services and infrastructure.

Key site considerations:

- **Infrastructure** – overhead cover is required for preparing food and displaying unpackaged food display.
- **Services** – existing power and water access, where applicable, will inform stall placement. Any further service needs are the operator's responsibility to source and provide.
- **Access** – safe vehicle access for set up and pack down, and clear pedestrian access for visitors and through-traffic are essential.
- **Indoor or outdoor venues** – some indoor community spaces are available for hire. Contact our community venues team to discuss indoor venue opportunities by email communityvenues@cityofsydney.nsw.gov.au or call 02 9265 9333.
- **Surface type** – hardstand surfaces must be prioritised over grassed parks or spaces to avoid damages and potential limited access for the community during repair works.

Refer to the site suitability checklist which outlines what must be considered for any market site to be considered feasible.

Important: Before you progress a market site or submit an application, contact our markets coordinator to discuss whether the proposal is suitable, whether the site has enough capacity and whether a market is permitted there.

Step 3 – Produce a market proposal

Once we've confirmed the site is suitable in principle, prepare and submit a market proposal for assessment.

Refer to our apply to set up a market webpage for information about proposal requirements, the market impact assessment template and the market proposal application form.

Your proposal must address all essential criteria, including:

- **operations** – market location, number of stalls, infrastructure, operating days and hours
- **community engagement** – how you'll engage and collaborate with nearby businesses and community groups
- **impact on local businesses** – how you'll avoid undue competition with nearby businesses
- **community participation** – dedicated stall space for community groups, social enterprises, not-for-profit organisations and startup businesses.

Step 4 – Lodge a market proposal application

Submit your market proposal application and any supporting documents by:

- **email:** markets@cityofsydney.nsw.gov.au
- **in person:** customer service or neighbourhood service centre.

Supporting documents may include site plans, market impact assessments and other relevant information. Attach these documents when you submit your application.

Step 5 – Community consultation and notification

Once we receive a market proposal that meets the application requirements, we'll notify and consult the local community about the proposed site and market.

Consultation may include:

- letters to nearby residents and businesses
- signs at the proposed site
- notices on the City of Sydney website
- notices in local publications.

We'll consider community feedback as part of our assessment. We may also share feedback with applicants to help improve their proposals.

Request for proposals

During the public notification period, we may invite additional proposals for the same site through a request for proposals (RFP) process. This helps ensure the community receives the best possible market offering.

We'll publish RFP details and submission deadlines in public notices and on the City of Sydney website.

Submit RFP applications by:

- **email:** markets@cityofsydney.nsw.gov.au
- **in person:** customer service or neighbourhood service centre.

Applications must be received by the advertised deadline. Hard copy applications must be date and time stamped by a City of Sydney employee before the deadline.

Step 6 – Assessment and selection

After the community consultation period closes, we'll assess the original proposal and any eligible proposals submitted during the notification period.

Applicants may be invited to present their proposal and discuss operational matters with City of Sydney staff, including:

- safety and security
- traffic management
- waste management
- stall numbers
- financial forecasts.

Following assessment, we may offer conditional approval to a successful applicant. Before approval is finalised, the applicant may need to provide additional documents, permits, or approvals.

We give preference to proposals that:

- create an innovative market that supports cultural life through art, performance and community participation
- offer something different from existing markets in the local area
- actively involve local businesses, stakeholders and community groups
- demonstrate a commitment to zero waste to landfill, including bans avoiding single-use plastics and using compostable or biodegradable food packaging and cutlery
- reduce food waste through food rescue organisations or composting services.

Successful operators must:

- operate a vibrant, high-quality market that complements nearby businesses
- not sell prohibited items on City of Sydney land, including fur, mislabelled fake fur, exotic animal skin products and feathers, except where permitted under traditional First Nations cultural practices
- manage the market professionally, including maintaining regular contact with us and providing performance reports
- comply with the market licence or consent agreement and all relevant laws and planning requirements.

Step 7 – Set up the market

If your proposal receives conditional approval, you'll need to submit final operational documents and obtain any required permits before we can grant final approval.

Our markets coordinator will advise you of the requirements at this stage.

You must have formal approval from the City of Sydney before the market can begin operating.

Market approval may be granted as either a:

- **licence agreement** – for markets on City of Sydney land classified as operational or community, including public reserves and Crown land
- **consent** – for markets held on a designated roadway or footpath.

Fees

Fees for ongoing markets are changed in lined with our fees and charges schedule.

Site maintenance fee

This fee covers utilities and maintenance associated with market operations. It is assessed before the market begins operating and charged through monthly invoices.

Grants

The City of Sydney offers a range of grants to help support new projects.

For information about grant eligibility for markets, contact:

- email: communitygrants@cityofsydney.nsw.gov.au
- phone: 02 9265 9333

Permits and approvals

Apply through the City of Sydney for:

- temporary food vending permits
- temporary road closures
- traffic management on City of Sydney roads.

Apply directly to the relevant agency for:

- temporary event liquor licence – Liquor & Gaming NSW
- user-pays police services – NSW Police Force
- bus approvals – Transport for NSW
- road occupancy licences and clearway approvals – Transport for NSW
- taxi approvals – NSW Taxi Council
- first aid services – St John Ambulance or NSW Ambulance

Note, fees and charges may apply. The relevant agency will advise you of any costs.

Markets operational requirements

Insurance

- Operators must hold public liability insurance of at least $20 million and provide a certificate of currency before entering into a licence agreement or consent.
- Operators must hold workers compensation insurance where required by law
- Other relevant business insurance is strongly recommended.

Performance bond or security deposit

- We may require a performance bond or security deposit before market operations begin. Our markets coordinator will advise if this applies.

Payment terms

- You must pay at least one month's land-use fee in advance before market operations begin.

Site protection and maintenance

- Use hardstand surfaces for stalls and infrastructure wherever possible.
- Ground protection matting (such as Trakmat or Terratrack) is required where vehicles or heavy infrastructure will be used.
- Design the site layout to direct visitors to existing pathways and hardstand surfaces and minimise impacts on landscaped areas.
- A site maintenance fee covers maintenance and remediation work required as a result of market activities.
- Markets on grassed areas are generally not supported. Where approved, higher maintenance fees may apply.

Note, the site maintenance fee does not cover waste collection. Operators must arrange commercial waste collection for each market day.

Resource and waste management

- Refer to the City of Sydney's sustainable event guidelines for guidance on reducing environmental impacts.

Minimise resource use

- Comply with bans on plastic bags, single-use plastics and printed flyers.
- Encourage stallholders to reduce packaging waste.
- Consider market-wide sustainability initiatives, such as zero waste or low carbon programs.

Recycle, reuse and remove waste

- Use biodegradable or compostable products where required by City of Sydney and NSW Government policy.
- Provide additional waste and recycling bins. Public bins generally do not have the capacity to service markets.
- Place recycling bins at entrances, exits, food and drink areas, and other high-traffic areas.
- Arrange commercial waste collection after each market day and return the site to its original condition.
- Remove litter within 50m of the site boundary, or as specified in the licence agreement or consent.

Sustainability education and community participation

- Encourage stallholders and visitors to reduce waste, recycle and choose sustainable products.
- Provide water refill stations where possible.
- Encourage food waste composting and sustainability-focused activities.
- Involve local community groups, schools and clubs through participation opportunities, performances and discounted or free stalls.

Traffic, transport and parking management

- Road closures and changes to traffic conditions require support from the Local Pedestrian, Cycling, Traffic Calming and Transport Forum.
- A detailed traffic management plan, including any road closure plans, must be submitted to the forum for review.
- Discuss application requirements and deadlines with our markets coordinator once in-principle approval has been granted.
- Encourage stallholders and visitors to use public transport and off-street parking.
- Locate markets close to public transport where possible.
- Allocate designated loading zones.
- Prioritise pedestrian safety at all times.

Pedestrians, cyclists and accessibility

- Maintain safe and accessible routes around stalls at all times.
- Comply with the *Disability Discrimination Act* and the City of Sydney's inclusive and accessible public domain policy.
- Provide adequate bicycle parking.
- Promote public transport and active transport options in market communications.
- Ensure existing bicycle and shared paths remain accessible and are not unreasonably affected by market operations.

Hours of operation, set-up and pack-down

- Operating, set-up and pack-down hours will be assessed based on surrounding land uses and potential impacts.

- Manage stallholder access minimise conflicts between vehicles, deliveries and pedestrians.
- Use designated access routes and ground protection measures where required.
- Prioritise pedestrian safety at all times.

Continual improvement

- Operators must meet regularly with our markets coordinator to review market operations.
- Community feedback and operational concerns must be addressed promptly.

Further information

Further information and access to copies of relevant City of Sydney documents can be found on guide to setting up a market on City of Sydney land webpage.