



# HUME CITY COUNCIL **YOUR GUIDE TO OUTDOOR DINING**

# What is outdoor dining?

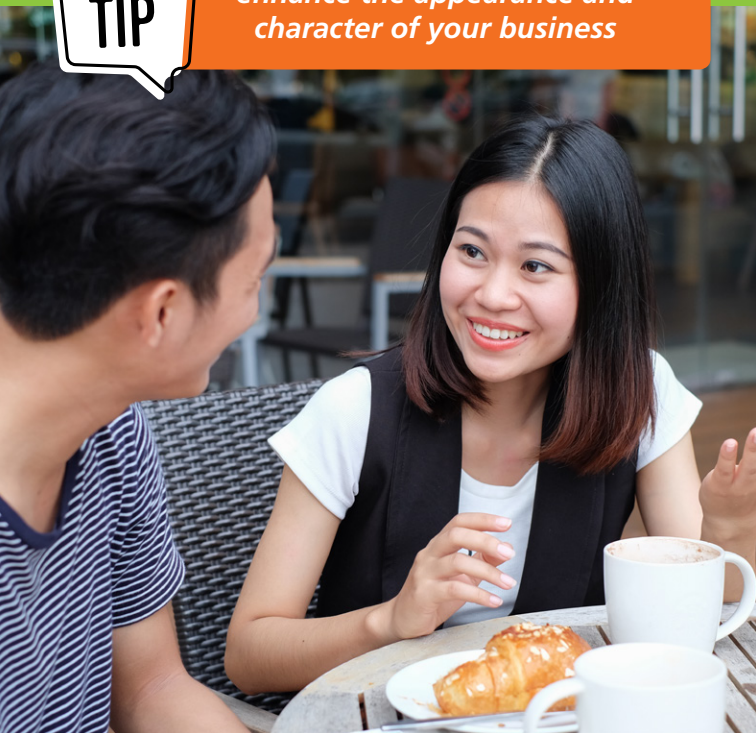
Outdoor dining is an extension of 'indoor' seating, and consists of tables, chairs, umbrellas, planter boxes and screens.

These guidelines have been developed to make it easier for businesses to obtain an Outdoor Dining Permit, and provide some tips on safety, accessibility and amenity.

Use this guide to help you plan your outdoor dining so that it bursts with character and, more importantly, draws people to your business and provides an enjoyable dining experience.

**TOP  
TIP**

*Outdoor dining should enhance the appearance and character of your business*





# Set your standards high

## Tables and chairs

- Tables and chairs should reflect an outdoor design style. Indoor furniture is inappropriate and can not only look out of place but is not conducive to outdoors
- Consider hardy and sturdy, yet portable tables and chairs – metal or timber, that will resist wind gusts and other environmental elements
- Select furniture that is easy to clean
- Provide minimum clearances for ease of access for wheelchairs and other mobility aids

Don't restrict your imagination – consider:

- Plants and Planter Boxes
- Blinds
- Gas Heaters
- Umbrellas

**TOP  
TIP**

*Have a look at your outdoor dining area directly in front and from across the street – is there anything that requires attention?*

# House Keeping

## DAILY

- Check the stability of tables, chairs, umbrellas and heaters
- Regularly clear and wipe down tables and chairs
- Ensure that there is space for guide and assistant dogs, and check water bowls if provided
- Sweep the outdoor dining area
- Ensure that wheelchair accessibility is always available
- Check planter boxes for watering and maintenance
- Ensure No Smoking signs are displayed

## WEEKLY

- Wash down table and chairs thoroughly
- Clean exterior shop windows and screens

## SEASONALLY

- Introduce potted plants or bright coloured cushions
- Provide blankets or throws during the cooler months
- Ensure there is no rain run off from umbrellas that might affect diners or passing pedestrians
- Re-adjust umbrellas for shade during summer
- Have fun and experiment with seasonal or event theming to promote special events, for example Valentines Day

## AMBIENCE

- Keep the outdoor dining area safe, clean and well maintained
- Minimise unnecessary noise



TOP  
TIP

*Pinterest, Instagram and design magazines offer great ideas for inspiration*

## TOP TIP

*Tables and chairs should be stackable for ease of storage*

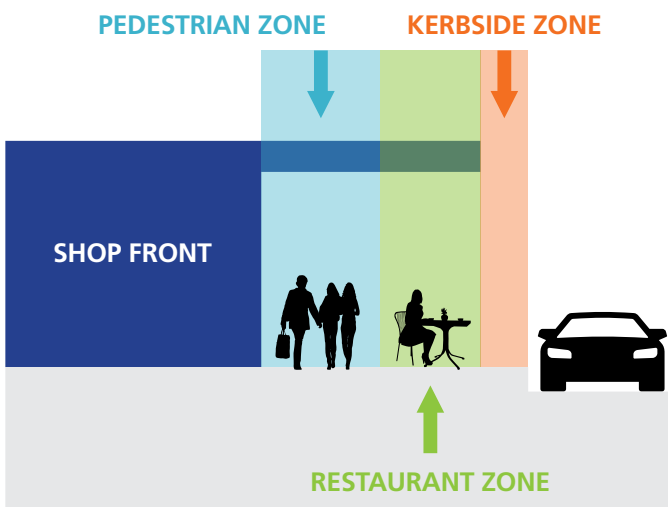


## Local Laws

Businesses must adhere to Hume City Council's footpath space requirements to allow for safe pedestrian access and ensure there is no overcrowding on the footpath.

Further information on *Outdoor Eating and Display Permits* can be downloaded from **[hume.vic.gov.au](https://hume.vic.gov.au)**

It is important to contact Hume City Council prior to designing your outdoor area as there may be some important design requirements you need to consider.



*This is an example only and will vary depending on your street front.*



*Use larger fonts on menus or have a larger font menu's available for your diners*

## Advertising

Seize the opportunity to advertise and promote your business.

- Is your branding up to date or effectively representing your business? Maybe it's time to speak to a graphic designer and refresh your image
- Logos can be displayed on panel café screens and umbrellas. There are restrictions, however, so check with Hume City Council
- Consider displaying your menu or have a Specials Menu Board to encourage people to stop and look
- Engage a professional sign writer for window advertising or chalkboard Specials Boards

When it comes to signage, sometimes, 'less is more' and try not to cram too much information onto one lightbox, awning sign or menu.

If you are considering using an A Frame or Specials Board, check with Hume City Council if an A Frame Permit is required.



## Smoking

Under the ***Tobacco Act 1987***, smoking is banned in all outdoor dining areas. Further information visit **[health.vic.gov.au/tobaccoreforms](https://health.vic.gov.au/tobaccoreforms)**.



# Always

- Ensure you are compliant with local laws
- Notify Hume City Council of any amendment to an existing permit. Amendments include:
  - change of ownership
  - changes to furniture style or design
  - amendment to trading hours
  - addition of, or changes to gas heaters, umbrellas or canopies.

*Use crockery and glassware and avoid relying on plastic containers and cups. Improper disposal of these items causes additional litter on the street and stormwater drains. It will save you money in the long run too!*

**TOP  
TIP**

**TOP  
TIP**

**Inspire and excite other businesses and restaurants in the street to get involved and create a vision for your street!**

# Contact Us

 03 9205 2200

@ contactus@hume.vic.gov.au

 [hume.vic.gov.au](http://hume.vic.gov.au)

 Hume City Council, PO Box 119,  
Dallas VIC 3047

## HumeLink

Hume City Council's  
multilingual telephone information service.

**General enquiries: Telephone 9205 2200**

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This booklet has been produced by Hume City Council, Economic Development Department.