



Event Management COMMERCIAL OUTDOOR FITNESS ACTIVITY APPLICATION FORM

This application **MUST** be completed and submitted a minimum of **4 weeks** prior to the proposed event/activity

SECTION 1 – APPLICANT DETAILS

Organisation Name			
Contact Person			
Postal Address			
Contact Number		ABN	
Email Address			

SECTION 2 – FITNESS LOCATIONS

Loxton Town Oval	<input type="checkbox"/>	Waikerie Town Oval	<input type="checkbox"/>
Loxton Riverfront (Apex Park area)	<input type="checkbox"/>	Waikerie Sporting Precinct	<input type="checkbox"/>
Loxton Sideshow Alley	<input type="checkbox"/>	Waikerie Riverfront (Lions Club area)	<input type="checkbox"/>
Other	<input type="checkbox"/>	Other	<input type="checkbox"/>

SECTION 3 – PERMIT TYPE

<input type="checkbox"/> Annual Permit \$200 permit fee	<input type="checkbox"/> 6 month Permit \$120 permit fee	<input type="checkbox"/> Casual Use Permit \$7 permit fee per session (Minimum of 12 sessions)
Details of Proposed Use (<i>Activity description eg PT, Boot Camp, Yoga</i>)		
Number of Clients Expected		
Equipment to be Used in Activity		
Do you require amplified music?	Yes <input type="checkbox"/>	No <input type="checkbox"/>

SECTION 4 – TRAINING SESSIONS

	Commencement Date			Finish Date			
	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
Start Time							
Finish Time							

SECTION 5 – RECOGNISING SOCIAL INCLUSION AND ACCESSIBLE EVENTS

Is your event disability and sensory friendly?	Yes <input type="checkbox"/> No <input type="checkbox"/> Please provide details	
Will the event have disability bathroom facilities, if not do you require Council's disability portable and accessible toilet?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
For more information on planning an accessible and inclusive event, please visit https://inclusive.sa.gov.au/resources/state-authority-resources/accessible-and-inclusive-community-events/planning-an-accessible-and-inclusive-event		

SECTION 6 – CHECKLIST

The issuing of this permit is subject to the applicant submitting and answering all the questions in this application. The following checklist is to ensure you have provided all the necessary documentation. If you require further assistance with the application, please contact the Community Development Officer on 8584 8000.

<input type="checkbox"/>	Copy of your Public Liability Insurance Certificate of Currency for a minimum of \$20 million
<input type="checkbox"/>	Professional Indemnity Insurance to a minimum of \$5 million
<input type="checkbox"/>	Fitness licence to undertake the intended activities
<input type="checkbox"/>	Site Plan (if applicable)
<input type="checkbox"/>	APRA & PPCA Licence (If applicable)
<input type="checkbox"/>	Payment of any prescribed fees (if applicable)
<input type="checkbox"/>	Is your event disability and sensory friendly?

SECTION 7 – DECLARATION AND ACKNOWLEDGEMENT

I acknowledge that I have read and understood the permits conditions and agree to abide by the general conditions and any special conditions that Council may determine.

Name		Date
Organisation and Position		
Signature		

LODGEMENT DETAILS

<i>District Council of Loxton Waikerie PO Box 409 35 Bookpurnong Terrace, Loxton SA 5333 Email: council@lwdc.sa.gov.au</i>	For enquiries, please contact: <i>Sue Schultz Community Development Officer Phone: 08 8584 8000 / Email: council@lwdc.sa.gov.au</i>
Your application will be assessed and if elements of your information is incomplete a Council representative will be in contact with you.	

TERMS AND CONDITIONS

The objectives of the following guidelines outline minimal standards expected from permit holders when planning and undertaking outdoor fitness training activities in the District Council of Loxton Waikerie area and aim to:

- i) Promote an active and healthy community.
- ii) As far as is reasonable, provide permit holders with equity of access to the Council reserves while at the same time ensuring that the general community is not disadvantaged in terms of access.
- iii) Ensure orderly and proper conduct of activities on Council reserves so as to provide a safe and enjoyable experience for participants.
- iv) Ensure current stakeholders of Council open public spaces are not disadvantaged by increased use of open public spaces by fitness groups.
- v) Minimise liability risks by ensuring that permit holders are appropriately covered by public liability and professional indemnity insurance.
- vi) Reduce the impact of fitness activities on Council open public spaces in relation to the condition and maintenance of community assets.

1. The following groups are exempted from permit fees however should make enquiries with Council prior to any regular activity

- a) Local sporting clubs and
- b) Registered not-for-profit organisations.

2. Permitted activities

- a) Gym session (an organised group using Council exercise equipment).
- b) Gym session (with/without free weights, medicine balls or any other exercise equipment, jump/balance activities).
- c) Aerobic activities (sprints, obstacles, speed and agility course).
- d) Yoga, tai chi, Pilates and any mat activity.
- e) Circuit Training.
- f) Boxing with pads.
- g) A combination of any of the above.
- h) Any other associated activities approved by Council.

3. Activities requiring Special Permission Permit

- a) Aggressive and intimidating activities that involves shouting, loud voice calls or instructions.
- b) Activities involving amplified music or amplified audio equipment e.g. loud hailers, outside of approved times.
- c) Activities on playground equipment.

4. Eligibility

Fitness groups and personal applicants providing fitness services, activities and/or instruction to people on Council open space areas and receiving a commercial benefit must:

- a) Provide evidence of current Public Liability Insurance policy to a minimum of \$20 million; and
- b) Provide evidence of current Professional Indemnity Insurance to a minimum of \$5 million.

5. Permitted Areas of Use for Approved permit Holders:

a) Loxton Town Oval	b) Waikerie Town Oval
c) Loxton Riverfront (Apex Park area)	d) Waikerie Sporting Precinct
e) Loxton Sideshow Alley	f) Waikerie Riverfront (Lions Club area)

6. Application

Permits will be valid for a 'Season' (6 months), 'Annual' (for a maximum of 12 months) or a 'Casual' (once off use) and will authorise each permit holder to use their allocated area for fitness activities in accordance with these Guidelines on a **non-exclusive basis**.

COUNCIL USE ONLY SECTION 7 – ASSESSMENT OF APPLICATION

Name of Event		Permit Number		
Name of Event Organiser				
Location of Event				
Date of Event		CM Record No.		
Booked in Council Calendar		Works Requests		
Documentation Received and Reviewed			Yes	N/A
Public Liability Insurance - Certificate of Currency Insurance for a minimum of \$20m			<input type="checkbox"/>	<input type="checkbox"/>
Professional Indemnity Insurance to a minimum of \$5 million			<input type="checkbox"/>	<input type="checkbox"/>
Fitness licence to undertake the intended activities			<input type="checkbox"/>	<input type="checkbox"/>
Key requirements			<input type="checkbox"/>	<input type="checkbox"/>
Power requirements			<input type="checkbox"/>	<input type="checkbox"/>
Site Plan			<input type="checkbox"/>	<input type="checkbox"/>
Traffic Management Plan/Map <i>(if applicable)</i>			<input type="checkbox"/>	<input type="checkbox"/>
APRA or PPCA Licence <i>(if applicable)</i>			<input type="checkbox"/>	<input type="checkbox"/>
Is your event disability and sensory friendly?			<input type="checkbox"/>	<input type="checkbox"/>
Will the event have disability bathroom facilities, if not do you require councils disability portable and accessible toilet?			<input type="checkbox"/>	<input type="checkbox"/>
Additional Notes/Requirements				
Signed on behalf of the District Council of Loxton Waikerie				
Signed		Date		
Name		Position		