Commercial Fitness Trainers Permit Application Form

About this form	This form is used to apply for a Commercial Fitness Training Permit in approved parks and sporting grounds within Inner West Council. This permit is for Council to be able to maintain an up to date registry of trainers using its facilities and to ensure they have appropriate insurance, professional qualifications and affiliations. Management of the use of public open space within Inner West Council is regulated by the Local Government Act 1993 and Crown Lands Act 1989, and is subject to Councils Plans of Management. Due to Inner West Councils open space deficiencies, from 4:00pm each day sporting grounds have been allocated to Sporting Clubs for season training NO COMMERCIAL FITNESS TRAINING is to be conducted on a Sunday. To view the Commercial Fitness Trainers Policy visit: https://www.innerwest.nsw.gov.au/explore/parks-sport-and-recreation/commercial-fitness-training

Applicant Information:					
First Name:		Surname:			
Street address:					
Suburb:		State:		Postcode:	
Postal address: (if different to street address):					
Suburb:		State:		Postcode:	
Phone:		Mobile:			
Email:					
Name of Organisation:					
ABN:					
Website:					
Additional Trainers					
1. Name:		Mobile:			
2. Name:		Mobile:			
3. Name:		Mobile:			

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Fees and Charges	
Group Size 1 – 12 participants per annum, per location, per commercial fitness training business	$675.40 (GST Inclusive)
Group Size 13 – 18 participants per annum, per location, per commercial fitness training business	$1,350.50 (GST Inclusive)
Running groups/running clubs (per annum, per location)	$ 669.80 (GST inclusive)

Booking details

Are you currently using Councils Open Space areas for Commercial Fitness Training?

☐ Yes ☐ No

Fill in the table(s) for requested booking times (fill in as many as needed)

Park or sporting ground:						
	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
Start						
Finish						
Sessions per week				Number of clients		

Park or Sporting Ground:						
	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
Start						
Finish						
Sessions per week				Number of clients		

Park or Sporting Ground:						
	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
Start						
Finish						
Sessions per week				Number of clients		

Park or Sporting Ground:						
	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
Start						
Finish						
Sessions per week				Number of clients		

Park or Sporting Ground:						
	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
Start						
Finish						
Sessions per week				Number of clients		

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Privacy statement

This form contains personal information of a person/s making an application to Inner West Council. The requested information assists Council staff to respond to the applicant/s. The supply of information is voluntary. If you do not provide the requested information, Council may not be able to respond to / progress your application. The information will be retained in Council's record keeping system. Information held by Council is not made publicly available unless there is an overriding public interest to do so under the *Government Information (Public Access) Act 2009 (GIPA Act)* and in accordance with *section 18(1)(b) of the NSW Privacy and Personal Information Protection Act 1998*. For more information about your privacy please contact Inner West Council on 02 9392 5000 and ask to speak with the Privacy Officer. Alternatively, you may email Council at council@innerwest.nsw.gov.au or write to us at PO Box 14, Petersham, NSW 2049.

Insurance details

All permit holders must maintain Public Liability Insurance Policy for no less than $20 million, endorsed to indemnify Inner West Council or 'Any Local Government Council' against any accident, injury, or damage resulting from or accidents arising from the permit holders use of Council property or facilities.

Current Public Liability Insurance Certificate of Currency is attached	
Name of Insurer:	
Insurance type:	
Amount of cover: **(minimum $20 million)**	
Policy number	
Expiry date	

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Checklist and Declaration

I have fully completed this application form

I will pay the applicable fees and charges to Council

I have attached a copy of my/other trainers first aid certificate/s

I have attached any other relevant documentation

I have attached a current passport photo of myself (and those for any other trainers)

I confirm that the details in this application form which I have provided are correct

In signing this form I acknowledge that I have read and accepted the Terms and Conditions of Use contained within this application and agree to abide by them

I believe the information provided on this application is correct and true to the best of my knowledge. I also agree to advise Inner West Council should there be any alterations or additions to the information supplied within this application and to pay any cancellation fees applicable in the event of cancellation by the permit holder.

Full Name:		**Date:**	
Applicants signature:			

OFFICE USE ONLY			
Checked by Officer:		Receipt No:	
Date received:		Amount Paid:	
Public Liability Insurance		Confirmation Letter Sent:	
		Initial of Officer:	

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Terms and Conditions of Use

Ground closures

Information on ground closures is updated, where required, at 9:00am and 3:00pm and can be found:

Phone	02 9367 9190
Website	www.innerwest.nsw.gov.au.com/explore/parks-sport-and-recreation
Twitter	@IWCsportgrounds

There are also OPEN and CLOSED signs on most sporting grounds that reflect the current status.

All Commercial Training Groups MUST comply with Sporting Ground Closures

Council reserves the right to cancel a booking when a sporting ground, park or reserve is deemed unsuitable for use due to inclement weather, unsafe conditions or when continued activity will result in damage to the ground. Grounds may be closed at short notice. Permit holders will not be charged for the hire when a ground is closed by Council. Permit holders will receive a full refund, when the refund is requested by the permit holder within 30 days of the ground closure

The permit holder will be responsible for any members of their group who disobey Council's instruction and use the ground on a day of the booking when the ground is closed. The permit holder will be responsible for all cost of repairs to damage caused by such use. Continued disobeying of ground closures may result in the permit holders booking of that ground being terminated.

1. **Permitted Use**
   A permit holder may use the parks identified in their permit for the purposes of fitness training and instruction and reasonable incidental activities for the term of the permit (unless specified otherwise below or subsequently by Council). There shall be no structures erected, areas barricaded-off, or fireworks used. Unauthorised vehicles, including motorbikes, are not allowed on playing field areas or outside of designated parking zones.

2. **Open Space**
   A permit holder shall not use the whole or any part of any park other than those identified in their permit for fitness training or instruction.

3. **Permissible training days and times**
   Subject to park bookings and the reasonable needs of other park users, commercial fitness training is permitted in the following parks as per the table below:

   NO COMMERCIAL FITNESS TRAINING is to be conducted on a Sunday.

   *Due to Inner West Councils open space deficiencies, from 4:00pm each day, sporting grounds have been allocated to Sporting Clubs for seasonal training.

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Location	Permitted hours for training
Sporting Grounds	**Monday to Friday***
Algie Park	5:30am – 3:00pm
Ashfield Park	5:30am – 3:00pm
Birchgrove Park	6:00am – 3:00pm
Blackmore Park	5:30am – 3:00pm
Camdenville Park	5:30am – 3:00pm
Camperdown Park	5:30am – 3:00pm
Centenary Park	5:30am – 3:00pm
Cohen Park	6:30am – 3:00pm
Easton Park	6:00am – 3:00pm
Hammond Park	5:30am - 3:00pm
King George Park	6:00am – 3:00pm
Leichhardt # 2	5:30am - 3:00pm
Leichhardt # 3	5:30am - 3:00pm
Mackey Park	5:30am – 3:00pm
Mahoney Reserve	5:30am - 3:00pm
Marrickville Park	5:30am – 3:00pm
Petersham Park	6:00am – 3:00pm
Steel Park	5:30am – 3:00pm
Tempe Reserve	5:30am – 3:00pm

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Location	Permitted hours for training
Parks	**Monday to Saturday***
36th Battalion Park	6:30am – 8:00pm
Bridgewater Park	6:30am – 8:00pm
Birchgrove Park (outside sporting ground area)	6:00am – 8:00pm
Elkington Park	6:30am – 8:00pm
Enmore Park	6:00am – 8:00pm
Illoura Reserve	6:00am – 8:00pm
Johnson Park	6:00am – 8:00pm
Leichhardt Park – Peace Park	6:00am – 8:00pm
Marrickville Park (outside sporting ground area)	5:30am – 8:00pm
McNeilly Park	6:30am – 8:00pm
Mort Bay Park	6:30am – 8:00pm
O'Dea Reserve	6:30am – 8:00pm
Richard Murden Reserve	6:30am – 8:00pm
Robson Park	6:30am – 8:00pm
Sydenham Green	6:30am – 8:00pm
Tempe Lands – Village Green	5:30am – 8:00pm
Tillman Park	6:30am – 8:00pm
War Memorial Park	6:30am – 8:00pm
Wicks Park	6:30am – 8:00pm

*Sporting grounds are rested on Mondays. On Mondays the peripheries of sporting ground may be used. Sporting grounds are not available for commercial fitness training on Saturdays due to sporting club bookings. Training is not permitted on Sundays in sporting grounds or parks.

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4. Sporting Ground Floodlights
Cannot be used by Commercial Fitness Trainers.

5. Group Training Number of Clients and Designated Park Areas
The permit holder must only train or instruct the maximum number of clients in any training session that is permitted by their permit (unless the Council's prior written consent is obtained and an applicable additional fee has been paid).

6. Number of Trainers

Commercial fitness training is restricted to two (2) trainers per designated park at any one time. Booking times and allocations will be determined by Council.

7. Non-Exclusive use of park

Allocation of Council permit does not give the permit holder exclusive use of the park, it is public open space, and as such must be able to be used by the community.

8. Exclusion zones / designated areas

Council reserves the right to exclude specific areas from fitness training as it sees fit. Any further exclusions will be notified by email or formal correspondence. Permit holders and any person associated to them shall not, during the training session, use those excluded areas for fitness activities or training.

9. Permit fees

Permits will only be granted upon receipt of the appropriate fee as set out in Councils current Schedule of Fees and Charges. Permits will be considered for reissue at the beginning of each financial year. The fee is updated annually and will be in each years current Council Schedule of Fees and Charges. All permit fees paid shall be non-refundable regardless or circumstances.

10. ID Card
Permit holders must carry a current photo ID permit card, as supplied by Council on approval of a permit application. Permit holders must display and/or produce the ID card as requested by an authorised Council officer.

11. Public Liability Requirements
Permit Holders must provide documented evidence of a current public liability policy, indemnifying and naming Inner West Council or 'any local government council', with a cover of $20 million. The insurance is to cover the setup, dismantling and duration of the training session. Permit holders must maintain the insurance cover referred to above for the entire period covered by their permit.

12. First Aid Certificate / Professional Qualifications/First Aid Kits and Ice.
Permit holders shall be an appropriately qualified instructor for the activities conducted, with relevant first aid certification and certificates as required for accreditation by Fitness NSW.
Permit holders shall provide the Council with documentary evidence of their current, relevant certification (for the type of service they are providing). Permit holders must ensure at all times that the requirements of the Occupational Health and Safety Act 2000 (NSW) are observed, as well as other relevant laws (both statutory and common law) to the satisfaction of Council or the relevant applicable authority. All fitness trainers operating on Inner West Council Parks and open space areas must also have a fully equipped first aid kit and ice present for training. First aid kits must be publicly displayed during training sessions.

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13. Inspections of grounds

Permit holders shall, prior to static/grid training, inspect the ground/open space, prior to use and shall not use the area if it is unsafe to do so. Any unsafe surface, equipment etc. shall be reported to Council as soon as practicable.

14. Demarcation of Areas

The permit holder shall not fence or block off areas to the exclusion of the general public.

15. Use of park structures, trees or street furniture

Permit holders and their clients shall not step on, walk on, or utilise in any way as part of an exercise program, picnic tables, seats, walls, fences, buildings, statues, trees or other structures. Permit holders shall not suspend any equipment (e.g. boxing bags) from trees and/or other structures. Permit holders shall not cause excessive wear and tear to turfed areas, natural areas and bushland. Heavy equipment including fitness and weigh benches are not permitted in Council parks or reserves.

16. Signage or Displays

The permit holder shall not erect a tent, awning or similar structure, or display or distribute advertising signage, including banners, A-frames or flyers.

17. Promotion or Advertising

The permit holder shall not sell, hire or promote goods and services while in Inner West Council parks and open space areas. This includes NO signage or flyers. Wearing of promotional clothing or uniforms is permitted.

18. Waste / Rubbish

The permit holder shall ensure that the parks and associated facilities are left in a clean and tidy condition after use and all articles and things brought on to any such property are removed and any damage is made good. Where this condition is breached, Council may carry out such work and recover the expense of doing so from the permit holder.

19. Unauthorised Vehicles

Unauthorised vehicles are not permitted to be driven or parked on Council open space (playing fields or parks) at any time. Parking infringement notices will be issued by Council's on-duty Law Enforcement Officer (LEO), to all non-complying vehicles.

20. Compliance with instructions

The permit holder shall follow all instructions issued by Council's on-duty Law Enforcement Officer (LEO), Without prejudice to any other legal remedies Council may have, Council may revoke this permit if a permit holder fails to comply with the reasonable direction of its Rangers, or breaches, contravenes, or fails to comply with any term or condition of this agreement. If a permit is revoked the Council shall not owe any costs, damages, compensation, refund, fees, charges or other liability whatsoever to the permit holder or anyone else.

21. Noise Levels

Permit holders shall not use any sound amplifying equipment. Noise levels of the activity, at the boundaries of the park are not to exceed 10 decibels above ambient noise level, at any time. If levels are exceeded, or there are a substantial number of complaints from the public, the training session/s producing the noise will be stopped immediately by Council's Rangers.

Trainers and their clients must be mindful of residents and limit noise. Fines of up $200 apply for creating offensive noise (Protection of the Environment Operations Act 1997)

22. Energy and Water Outlets

The use of Council's energy and water outlets will not be permitted without prior consent in writing from Council, and will be charged on a cost recovery basis.

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23. Subletting / Assignment

The permit holder shall not sub-let or assign or otherwise deal with his or her rights under this agreement.

24. Termination

Upon the termination of a permit (whether by expiry of its term, revocation or otherwise), the permit holder shall not use any parks within Inner West Council for fitness training or instruction or any associated activity without having first obtained a further permit and shall have removed all articles, structures and other things brought on to any park and made good any damage. Where this condition is breached, Council may recover from the permit holder any expenses or losses it incurs as a result of the breach or in remedying it (including any expenses incurred for work carried out by Council).

25. Breach of Conditions

Without prejudice to any legal remedies the Council may have, in the event that a permit holder breaches any of terms and conditions contained in this document, the permit holder shall insofar as the law permits accept full responsibility and liability (whether in negligence or otherwise) for all loss, damage, and / or injury whatsoever resulting directly or indirectly from the breaches.