

# APPLICATION FOR CONSENT TO USE PUBLIC RESERVES FOR COMMERCIAL FITNESS GROUPS & PERSONAL TRAINING

- Use this form if you wish to operate a commercial fitness group or personal training activities on a public reserve or sportsground. You should read Council's **policy for the use of public reserves for commercial fitness activities and personal training** prior to completing this form.

OFFICE USE ONLY		
Receipt no:	Amount:	Date:

PART 1 - APPLICANT DETAILS	
Name:	
Company Name:	
ABN:	
Postal address:	
Phone number(s):	
Email address:	

## PART 2 – APPLICATION & LICENCE TYPE

**This is a:**

- ☐ New application; or
- ☐ Renewal of existing application

**I wish to apply for a:**

- ☐ Mobile licence (two or less participants)
- ☐ Base licence (more than 2 participants)
- ☐ Block trainer licence

## PART 3 – LICENCE CATEGORY

- |   |   |
|---|---|
| <input type="checkbox"/> <b>Category A</b> – 1-2 people   | <input type="checkbox"/> <b>Category D</b> – 21-30 people         |
| <input type="checkbox"/> <b>Category B</b> – 3-10 people  | <input type="checkbox"/> <b>Category E</b> – More than 30         |
| <input type="checkbox"/> <b>Category C</b> – 11-20 people | <input type="checkbox"/> <b>Category F</b> – Block Trainer Permit |

**PART 4 – APPROVED PUBLIC RESERVES**

<b>Reserve Name</b>	<b>Activity/use</b>	<b>Maximum participant number</b>	<b>Reserve preference (please number)</b>
Cooke Park, Gerringong	Passive	10	
South Werri Reserve, Gerringong	Passive/active	30	
Ricketts Reserve, Gerroa	Passive	20	
Emery Reserve, Gerroa	Passive	20	
James Oates Reserve Minnamurra	Passive/active	30	
Jones Beach Reserve, Kiama Downs	Passive/active	30	
Coronation Park, Kiama	Passive/active	30	
Old School Flat, Kiama	Passive/active	Merit	

**PART 5 – APPROVED SPORTSGROUND**

<b>Reserve Name</b>	<b>Activity/use</b>	<b>Maximum participant number</b>	<b>Reserve preference (please number)</b>
Chittick Oval, Kiama	Passive/active	30	
Chapman Reserve, Kiama	Passive/active	30	
Gainsborough Chase Reserve, Kiama Downs	Passive/active	Merit	
Bombo Hill, Kiama Downs	Passive/active	Merit	
Kiama Sports Complex, Kiama	Passive/active	Merit	
Bonaira Oval, Kiama	Passive/active	Merit	
Kevin Walsh Oval, Jamberoo	Passive/active	Merit	
Gerry Emery Reserve, Gerringong	Passive/active	Merit	
Dorothy Bailey Oval, Gerringong	Passive/active	Merit	

Note 1: excludes those dates/times where an approved market or event operating with consent or licence from Council is occupying the land.

Note 2: public reserves/sportsgrounds listed under the “merit” category will be assessed from a maximum total number of participants on application under section 12 of Council’s policy for fitness training on public reserves.

Note 3: The Kiama Sports Association (KSA) manages all sportsground usage and bookings by sporting clubs on behalf of Council. Sporting clubs have priority use of sport fields. Use of sportsgrounds for commercial fitness training activities may have limitations with regard to area available for use and the times/days of operation. Any permit application to be conducted on a sportsground will be referred to the KSA.

## PART 5 – CRITERIA AND CONDITIONS (SUPPORTING DOCUMENTATION)

Evidence of the following documentation is required for each trainer upon application (including any employees or trainers operating under your company/business)

- Current Certificate of currency (Public Liability Insurance minimum \$20 million)
- Current first aid qualification
- Registration with Fitness Australia or other relevant peak body
- Timetable of classes to be conducted on the reserve

## PART 6 – APPLICANT DECLARATION

I apply for a licence to conduct approved commercial/personal fitness training activities on a public reserves.

I have read, understand and agree to comply with the policy for the use of public reserves for commercial fitness activities and personal training.

I understand this application may require the payment of an application fee under Council's Fees and Charges.

I have attached a copy of all the required supporting documentation.

Applicant name:	
Company and ABN:	
Signature:	
Date:	

## PRIVACY & PERSONAL INFORMATION PROTECTION NOTICE

**Purpose of collection:** We are collecting your personal information so that Council can assess your application to use/hire a public reserve. **Intended recipients:** The intended recipient of the information is Kiama Municipal Council. **Supply:** While the supply of this information is voluntary, the personal information you provide will enable Council to assess your application. **Access/Correction:** You can access the personal information and it may be available to third parties in accordance with the Government Information (Public) Access Act and Council's Privacy Management Plan. Your personal information may be disclosed to third parties for the purpose of completing the request. You may make an application for access or amendment to personal information held by Council. We will consider any such application in accordance with the Privacy and Personal Information Protection Act 1998. **Storage:** Kiama Council is the agency that holds the personal information. Council may be contacted on (02) 4232 0444, or by email to: [council@kiama.nsw.gov.au](mailto:council@kiama.nsw.gov.au) or at 11 Manning Street Kiama, NSW 2533. **Your contact details may be used to update Council's Name and Address Register that we may use to contact you regarding any other Council matter.** Kiama Council's Privacy Policy can be viewed at [www.kiama.nsw.gov.au/your-council](http://www.kiama.nsw.gov.au/your-council)