

Commercial Recreation Activities on Public Open Space

Guidelines for Personal Trainers, Bootcamps and Team Building Activities

Council has adopted a [Commercial Recreation Activities on Public Open Space](#) policy. Under this policy a licensing system for personal trainers, boot camps and team building activities is being introduced. There will be gradual phasing in of licencing for other activities covered by the policy.

Who is affected:

- The policy applies to group exercise or team building activities. Not for profit groups, sporting clubs and the like are not required to obtain a licence.
- The policy applies to parks, foreshore areas, beaches sports fields and other such areas managed by Councils.
- Commercial group training, exercise and team building organisers with more than five (5) in the group are required to hold a licence.
- Commercial group training, exercise and team building operators with five (5) or less people in a group are not required to obtain a licence. They must however abide by the same operating requirements listed below.

When:

- New licence applications are required a minimum of 10 weeks prior to commencement to allow time for assessment.
- Applications to renew an existing licence are required a minimum of four (4) weeks prior to commencement.

Types of licenses:

Licences will be issued on either an Annual, Half Yearly or Short Term basis. The fees reflect the frequency of the activity. Check Council's [Fees and Charges](#).

- High Frequency - Over three (3) days per week or 10 hours per week.
- Low Frequency - Three (3) or less days per week or 10 hours or less per week.
- Short Term - Activities occurring for a short term limited period.

Operating requirements:

Licenses for personal training and similar activities will not specify locations to operate. Rather, guidelines are provided to ensure activities have minimal impact on the environment, neighbours and other park users. Activities must not occur:

- Within 50 meters of residential housing or tourist and visitor accommodation unless exceptional circumstances apply.
- Within 10 metres of playgrounds or park equipment such as shelter sheds.
- Within 100 metres of flagged areas on a beach.
- In ecologically sensitive locations such as natural coastal areas and sand dunes.

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Additional operating requirements include:

- No trainer has exclusive rights to use of a public area. Such areas are shared and licence holders must respect the needs of other park users. Activities must not inhibit use of paths or park facilities by others.
- Licensed community events are occasionally approved by Council for specific locations. These events do have exclusive use of an approved area.
- Licensees must hold, and retain for the length of the licensed period:
 - Personal Fitness Trainer Accreditation with Fitness Australia or equivalent body.
 - Senior First Aid Certificate from a recognised registered training organisation.
 - Public Liability insurance to the value of \$20 million.
- Licence holders must maintain a risk assessment and safe operating plan that nominates potential risks and actions required to alleviate risks. Council does not certify all public land as suitable for undertaking training and fitness activities. The licence holder must assess the suitability of the area selected for the activity.
- Licence holders must undertake the activity in a way that is consistent with the relevant controlling body's requirements.
- Noise impacts on nearby residents and visitors must be minimised, particularly before 8am. Noise early in the morning is the biggest source of complaint about personal training activities.
- Amplified music may not be used within 100m of residential housing or tourist and visitor accommodation, or anywhere before 8am.
- License holders must not attach by ropes or any other means equipment to park furniture or trees.
- License holders must only train one group at any one time. Multiple groups may not operate under the same licence.
- Licences are not transferable or saleable.
- Licensees (the trainer) must wear a distinguishable coloured shirt with business logo at all times so as to be identifiable by a Council officer.
- No vehicles may be driven on a park, beach or public reserve.
- The operator is responsible for the safe use of any equipment used during the activity. All equipment must be put away between sessions.
- The operator must remove all rubbish generated by the activity.

How to apply:

Application forms are available on Council's website - www.tweed.nsw.gov.au/Forms

For more information:

Contact Tweed Shire Council

- Phone: 02 6670 2400
- Email: tsc@tweed.nsw.gov.au
- Web: www.tweed.nsw.gov.au