

Fact Sheet

Commercial Fitness Operator Policy

Following a six month trial, on 16 August 2017 Council endorsed the Commercial Fitness Operator Policy.

The objective of the Commercial Fitness Operator Policy (the Policy) is to support suitable commercial fitness activities, whilst ensuring balance with the rights of all community members to access public land.

What activities can I run?

Please refer to the Policy and *Commercial Fitness Operators Terms & Conditions of Occupancy* for permissible and excluded activities and group sizes.

Where can I operate?

A number of Parks, Gardens and Sporting Reserves have been assessed as suitable for commercial fitness activities in Greater Bendigo. Approved locations, with specific site restrictions that must be adhered to, are listed on the *Commercial Fitness Training Location Guide*.

Fitness operators will be required to conduct their activities within a designated area which will be outlined on the operator's permit.

A permit does not grant exclusivity of the designated area. The area must remain accessible to the general public at all times.

The City has limits on the number of fitness operators able to conduct activities at the same location at a given time, and may not be able to approve all requests for use. Where possible, the City will attempt to find an alternative suitable location should a location not be available.

What happens in inclement weather?

The City does not provide undercover training areas in the event of inclement weather. This is the responsibility of the operator to cancel the session or seek an alternative indoor venue.



When can I operate?

Applicants must specify in their application the days and times they intend to run their activities at a particular location.

Due to restrictions on the number of operators that can conduct activities in the same location at a given time, no consideration will be given to applications that attempt to 'blanket book' a location (E.g Monday to Friday 9am to 6pm).

Will I get the location and times I request?

The City will consider all applications with the aim of optimising the use of the public space for the benefit of the community. This may mean that some requests for locations and/or times are refused. Please refer to the Policy for further information on the assessment of applications.

How many trainers can conduct activities under one permit?

A business can nominate more than one trainer to operate under the permit by providing a rostered listing of the qualified trainers. All trainers nominated by a business must meet the eligibility criteria and provide the required documentation.

Please refer to the *Commercial Fitness Training Location Guide* for class and trainer size restrictions.

What is the cost?

There will be no booking fees for the use for parks, gardens and sporting reserves until the 1 October 2018. Permit fees will be adopted as part of the Council's 2018/19 budget.

Fees are also applicable for A-frame permits as per the adopted Council budget. Please refer to the Council's fees and charges for annual updates online.

How do I apply for a permit?

Applications will be taken on an annual basis, in line with the City's summer seasonal agreement process. This process will commence in September annually for October implementation. Applications are to be submitted online following commercial fitness operators making themselves familiar and agreeing to the terms and conditions of occupancy.

The online application has a number of mandatory fields. These items will be indicated by * and in some instances will require providers to upload documentation that demonstrates compliance with regulatory items such as public liability insurance. The application process will prevent providers from proceeding, if mandatory items are not completed.

Prior to commencing the online application, applicants are asked to ensure they have an electronic copy of the following ready to upload: Certificate IV in Fitness (or equivalent), Certificate of Currency Public Liability Insurance, National Fitness Industry registration, Level 2 First Aid (including current CPR). Please ensure your Certificate of Currency meets the minimum requirement as specified in the Policy.

The form will request the following details:

- Name of organisation
- ABN
- Contact details: contact person, postal address, mobile, email
- A copy of the proposed schedule including proposed locations, along with a minimum of 2 alternative locations
- Participant statistics: number of clients, male & female percentages, age group percentages and suburb percentages.

Upon submitting the application operators will receive a thank you message confirming the application has been successful and a record of their application will be emailed to them. Applications that are missing information or contain expired certificates will not be processed and operators will be asked to resubmit their application with current details.

To apply visit: www.bendigo.vic.gov.au/bookings

How will my information be used?

The City is collecting personal information via the online application form for the purpose of determining user agreements for fitness operators. The personal information will be used by the City for this purpose and for the purpose of sending any further information relating to this process.

As part of the application we have requested some client statistics. This information will be used to assist the City to better plan for, develop and enhance public and open spaces, recreation facilities and health promotion services across the municipality.

Will the Policy be enforceable?

The policy will be enforced as part of the City's Community Local Law with enforcement commencing from December 2017.

Failure to comply with the Policy may result in fitness operator permits being revoked.

Where can I get more information?

For more information please contact the Active and Healthy Communities Unit on 03 5434 6169 or bookings@bendigo.vic.gov.au