



City of
Joondalup

Use of Public Open Space for Outdoor Training Frequently Asked Questions



Do I need the City of Joondalup's permission to conduct personal training or any other type of group or individual outdoor training on public open space?

Yes. The City of Joondalup requires all formal outdoor training operators (including commercial fitness operators) to hold a valid permit to conduct their activities from a public open space (park, reserve or beach). The permit process helps to ensure that operators understand and uphold their responsibilities when using an area of public open space, and it enables the City of Joondalup to effectively manage and maintain all parks, reserves and beaches. Permits also ensure that the operators providing formal outdoor training are qualified professionals who meet industry standards.

What does the permit provide me?

A permit provides the operator with approved use of the area of public open space for the times agreed in the application and approval. This enables the operator to conduct their activities with the security of having the City's approval to be at that location. It also means you will be advised of any scheduled maintenance or other works at your location, enabling you to adjust activities accordingly.

Outdoor training operators who do not have a valid permit may be issued with an infringement.

How do I obtain a permit?

Any person interested in conducting outdoor training on City of Joondalup public open space should contact the City's Community Facilities Bookings Office on **9400 4268** to submit an application for a permit.

Can I choose the park, reserve or beach from which I want to operate my outdoor training activities?

An applicant is able to request a preferred area of public open space to operate from, however each application is assessed based on the suitability of the location for the proposed activity. In some cases an application may be refused if the location is deemed unsuitable. City officers will endeavour to work with the applicant to identify a suitable area of public open space if the preferred location is not available.

Can I have multiple areas of public open space covered by one permit?

No. A permit only covers one location.

Do I have to pay a fee for the permit?

Yes. There is a one-off application fee plus an annual permit fee which must be paid once a permit application is approved. The permit can be renewed each year by paying the relevant annual fee. The annual permit fee can be paid off in monthly instalments.

Are there any restrictions on the number of participants I can have in an outdoor training session?

Yes. You cannot have more than 40 people in one outdoor training session.

How will Rangers and City officers know I have the City's approval to operate from my area of public open space?

You will be provided with a permit document which you will need to have with you at all times, and you can show this to any City officer who asks you to provide proof of approval to use the location.

What if I only want to use the area of public open space for a short period of time?

Staff within the Community Facilities Bookings Office will work with you to determine the most appropriate booking arrangements depending on what you wish to do. A permit arrangement is most appropriate for ongoing outdoor fitness training at a specific location, however other booking arrangements may be more suitable for short term use.

Can I have more than one permit?

Yes, it is possible. Your multiple applications will be reviewed individually by the City and an annual fee for each individual permit will apply.

Will I have exclusive use of the public open space on my permit?

No, the City does not provide exclusive use to its public open spaces. Other user groups may have the City's approval to use the same location. At active sporting reserves, sporting clubs have priority use of the sporting field of the park and outdoor training groups must give way, however all groups are expected to cooperate to share the space appropriately.

Can I advertise my business on the public open space?

The permit allows the display of one A-frame for use on the public open space during your permitted times. The signage must be located within the permitted area at all times, and cannot be displayed in a thoroughfare. The signage must be removed from the site after each session.

What if there is another trainer operating at the area of public open space without a permit?

If you find another operator using the same area of public open space you have been allocated, please make a note of the day and time and report the unauthorised use to the City as soon as possible. The City will make contact with the unauthorised operator and take the appropriate action.

Do I need to have formal qualifications to apply for a permit to conduct outdoor training?

Yes, you must have relevant recognised qualifications and be registered with Fitness Australia as an Exercise Professional (Personal Trainer specialisation) or Business Member, or some other relevant professional industry association. This information will need to be provided with your application.

What if I decide I no longer want to use the public open space?

You will need to advise the City by email to Community Facilities Bookings Office at info@joondalup.wa.gov.au and the City will cancel your permit.

Can I make use of floodlights at the location for which I have a permit?

A permit does not include use of floodlights as not all locations have floodlights. However if they are available the permit holder may have access to the floodlit area as long as it does not conflict with existing user groups.

Can I drive my vehicle onto the park or reserve area?

No. The City does not permit private vehicles on parks or reserves.

Can I play music during my outdoor training sessions, and are there restrictions on the volume?

Yes. However you must ensure that sound levels emanating from your activities comply with the prescribed standards of the *Environmental Protection (Noise) Regulations 1997*. Sound levels may be in the form of amplified music/amplified or general vocals/participant vehicles arriving and leaving each training session. As a general guideline, the sound levels should not be clearly audible from surrounding residential properties.

Outdoor training operators are strongly encouraged to minimise their impact on the local area, especially if they are conducting early morning sessions.

Can I use existing infrastructure at my location in my outdoor training sessions?

No. The operator must provide all equipment for the sessions. Items within the park such as playground equipment, picnic benches etc cannot be used as part of the

outdoor training session. Outdoor training equipment cannot be attached to any existing park equipment or natural structures such as trees.

What do I do if there is damage on the public open space?

All incidents need to be immediately reported to the City by contacting us during business hours on **9400 4268** or **1300 655 860** after hours.

What documents will I need to provide to the City of Joondalup to apply for a Permit?

The City of Joondalup requires you to provide the following documents on application:

- Approved qualifications endorsed by Fitness Australia, Yoga Australia, Pilates Alliance Australia, and/or VETAB providers such as TAFE, Universities and Nationally Recognised Training institutions/colleges;
- Current Senior First Aid Certificate;
- Proof of registration with Fitness Australia as an Exercise Professional (Personal Trainer specialisation) or Business member, or some other relevant professional industry association;
- Current Public Liability Insurance to a minimum of \$10 million and \$5 million Professional Indemnity Insurance for the life of the permit.

An application will only be considered once copies of these documents are provided to the City.

Who should I contact if I have more questions?

Please call the City's Community Facilities Bookings Office on **9400 4268** or info@joondalup.wa.gov.au if you have any questions in relation to the use of the City's public open spaces for outdoor training.





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