



Policy Guideline	Group Fitness and Personal Training
Related Policy: POL/112	Group Fitness and Personal Training Policy
Responsible Officer	Executive Manager Corporate Services and Governance
Policy Area	Corporate Services – Community

1. Purpose

- 1.1. The aim of this Guideline is to provide advice to applicants and Town of Cottesloe (the Town) staff related to the requirements and permissions of conducting Group Fitness and Personal Training sessions within the Town.

2. Scope

- 2.1. The guidelines apply to all permit holders conducting Group Fitness sessions and/or Personal Training sessions within the Town.

3. Group Fitness Instructor/Personal Trainer Applications

- 3.1. For an application to be considered, the applicant is required to provide the Town with copies of the following documentation:
 - a. Approved industry qualification;
 - b. Current senior first aid certification; and,
 - c. Valid public liability insurance with cover no less than \$20 million.
 - d. If required, provide written support from surrounding and/or impacted businesses.
- 3.2. A permit issued under the Town's *Group Fitness and Personal Training Policy* is not transferable.

4. Approved Training Locations

- 4.1. The Town permits Personal Training and Group Fitness sessions at the following locations:
 - a. Cottesloe Oval.
 - b. Beach Reserve, between a line extending from Napier Street and Bryan Way (grassed areas only).

- c. Beach Reserve, near Beach Street (grassed areas only).
 - d. Jasper Green Reserve.
 - e. Main Lawn Cottesloe Civic Centre (additional fees apply).
 - f. North Cottesloe Surf Life Saving Club Ski Shed Roof.
- 4.2. Personal Training may also be approved for any other facility where public access is permitted with the exception of:
- a. high activity areas; and/or,
 - b. areas of cultural, environmental or natural significance.
- 4.3. Exclusive use of any Town facility is not guaranteed, other events or training may take place at any Town facility concurrently.

5. Permit Requirements

The holder of a permit to conduct Group Fitness or Personal Training sessions is required to comply with the following:

- 5.1. Conduct training sessions as specified by the permit.
- 5.2. Conduct training sessions in a proper and orderly manner.
- 5.3. Ensure minimum disruption and interference with the general public.
- 5.4. Not operate any training session within 15 metres of a residential property.
- 5.5. Conduct training sessions between the hours of 6:00am and 8:00pm.
- 5.6. Only erect temporary business signage 30 minutes before an approved class and ensure removal within 15 minutes on completion of the class.
- 5.7. Not use children's playgrounds and equipment.
- 5.8. Take liability for any damage caused by the approved training session activities.
- 5.9. Not use any type of vehicle on the Town's facilities.
- 5.10. Only incidentally use in situ equipment for the purposes for which it was installed.
 - a. In situ exercise equipment may not to be reserved in any way.
 - b. Footpaths, dual paths can be used as an incidental part of a training session, however must not be used in a way that impedes use by others, (i.e. instructors/trainers are to ensure group participants remain in single file for running/drill exercises).
- 5.11. Keep noise at a minimum when using footpaths and dual use paths in residential areas.
- 5.12. Not use amplified music or amplified audio (voice) equipment.
- 5.13. Not sell clothing, equipment, refreshments or any other goods and services from the Town's facility without application and appropriate approval from the Town.

6. Definitions

- 6.1. **Facility/Facilities** – Any building, place or piece of equipment that is owned by the Town or under the Town's care, control or management.

7. Other Relevant/Key Documents

- 7.1. Group Fitness and Personal Training Policy
- 7.2. Local Government Property Local Law 2001 (Consolidated)
- 7.3. Group Fitness and Personal Training Application Form
- 7.4. Schedule of Fees and Charges