

## Application for Approval of a General Activity - Cairns Esplanade

**Cairns Regional Council Local Law No. 1 (Administration) 2016**

**Cairns Regional Council Local Law No. 11 (Local Government Controlled Areas and Roads) 2016**

**Cairns Regional Council Subordinate Local Law No. 11 (Local Government Controlled Areas and Roads) 2016**

**Year: 2018/19**

You **MUST** complete ALL questions unless the form indicates otherwise. Incomplete forms or forms without all necessary information and documentation will result in your application not being a properly made application.

For all applications, you must:

- complete this form
- complete and provide any supporting documents, information and materials identified on this form as being required to accompany your application
- submit the applicable fee

### Applicant's details

<b>Applicant's name</b>	<input style="width: 95%;" type="text"/>
<b>Business name / Organisation</b>	<input style="width: 95%;" type="text"/>
<b>ABN (if applicable)</b>	<input style="width: 95%;" type="text"/>
<b>Registered Business address</b>	<input style="width: 95%;" type="text"/> <input style="width: 95%;" type="text"/>
<b>Postal address</b>	<input style="width: 95%;" type="text"/> <input style="width: 95%;" type="text"/>
<b>Business phone number</b>	<input style="width: 95%;" type="text"/>
<b>Business email address</b>	<input style="width: 95%;" type="text"/>
<b>Contact Person</b>	<input style="width: 95%;" type="text"/>
<b>Mobile phone number</b>	<input style="width: 95%;" type="text"/>
<b>Email address</b>	<input style="width: 95%;" type="text"/>

### Activity Details

- Activity Type**
- Commercial Recreation Programs and Activities - up to 6 clients only
  - Commercial Recreation Programs and Activities - up to 20 clients only
  - Commercial Recreation Programs and Activities - 21 or more clients per class – (capped at 50)
  - Tours
  - Amusement Activities / Rides
  - Vending
  - Other (please specify)

### Activity Details Cont'd

**Activity Type**

**Activity Date/s**

(proposed dates & days of week)

  

**Location**

**Hours of operation**

  

**Bump in Dates/Times** (set up)

**Bump out Dates/Times** (pack down)

**Number of Attendees/Participants**

**Number of Staff/Instructors**

**Additional details** (if any)

  

### Description of activity

**Provide a detailed description of the proposed Activity.**

### User Benefits

**Provide a description of how your activity will benefit users.**

### Public / User demands

**Please describe what demand exists for this activity.**

## Site Equipment / Infrastructure

Details of all equipment that will be brought on site for the activity?

Will there be any structures or equipment used during the activity?

Site plan attached?

Yes  No

## Other Information

Will you require power? *(only available on some sites)*

Yes  No

Will you require lighting?

Yes  No

Will you require vehicle access?

Yes  No *(if YES, provide details of the number & type of vehicles associated with the activity)*

Are you selling products

Yes  No *(if YES, provide a description)*

## Qualifications & Experience

Are you providing recreation class(es) involving physical activity? *(eg aerobics, boxing etc.)*

Yes  No

If YES - a copy of a current First Aid and CPR Certificate is required for all instructors.

**Please provide a summary of experience and relevant qualifications for all instructors.**

*(NOTE: copies of certificates etc. will need to be provided with this application).*

Supporting documents, information and materials required to complete this application. Please complete this checklist in full	(Please tick or indicate N/A where not applicable)	
Please attach a copy of your <b>Public Liability Insurance</b> to the value of \$20,000,000.00 noting Cairns Regional Council as an interested party.	<input type="checkbox"/>	
Please attach a copy of your <b>Professional Indemnity Insurance</b> – that indemnifies Council to a minimum of \$5 million dollars. (for commercial health and fitness providers)	<input type="checkbox"/>	
Please attach a copy of your <b>certificate of business/company name registration</b> .	<input type="checkbox"/>	
Please attach a copy of your current <b>First Aid and CPR Certificate</b> . (For all instructors)	<input type="checkbox"/>	
Please attach a <b>sketch plan of the proposed location and layout of the activity</b> – include details of temporary structures, entry and exit points to the site; and any other commercial operators who are currently operating from/or adjacent to the proposed site.	<input type="checkbox"/>	
Please attach a statement detailing <b>experience and qualifications</b> of all staff, along with copies of any <b>relevant certificates</b>	<input type="checkbox"/>	
Please attach a <b>Risk Management Plan</b>	<input type="checkbox"/>	

Declaration:	
To the Chief Executive Officer, Cairns Regional Council.	
I / We make application under <i>Cairns Regional Council Local Law No. 1 (Administration) 2016</i> for approval for the commercial activity as outlined in this form.	
<b>Print Name:</b>	
<b>Signature:</b>	<b>Dated:</b>

Fee	\$
Application Fee – <i>Unspecified activities (other prescribed/restricted activity not otherwise specified S97(2)(a))</i>	<b>234.00</b>

**Term of approval:** The term of approval is the period stated on the approval.

**Term of renewal of approval:** The term of any renewal of an approval is the same term as the original approval subject to compliance with all conditions stated on the approval.

**Cairns Regional Council – Information Privacy Statement**

Your personal information has been collected for the purpose of assessing your Application for Approval. The collection of your information is authorised under the *Local Government Act 2009*. You are providing personal information which will be used for the purpose of delivering services and carrying out Council business. Your personal information is handled in accordance with the *Information Privacy Act 2009* and will be accessed by persons who have been authorised to do so. Your information will not be given to any other person or agency unless you have given Council permission or the disclosure is required by law.